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Minute Book, No. 15,
of the
Board of Governors.



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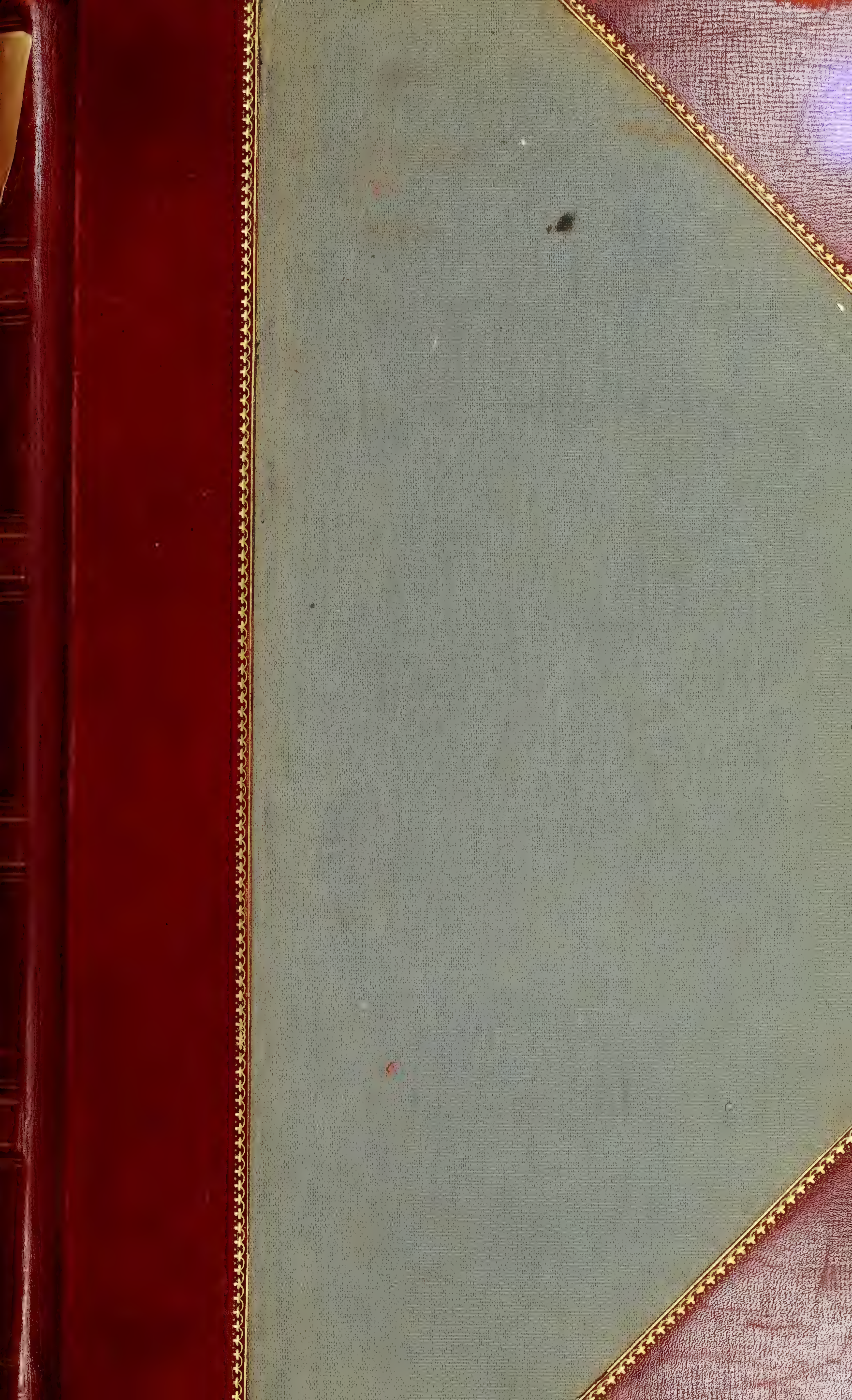
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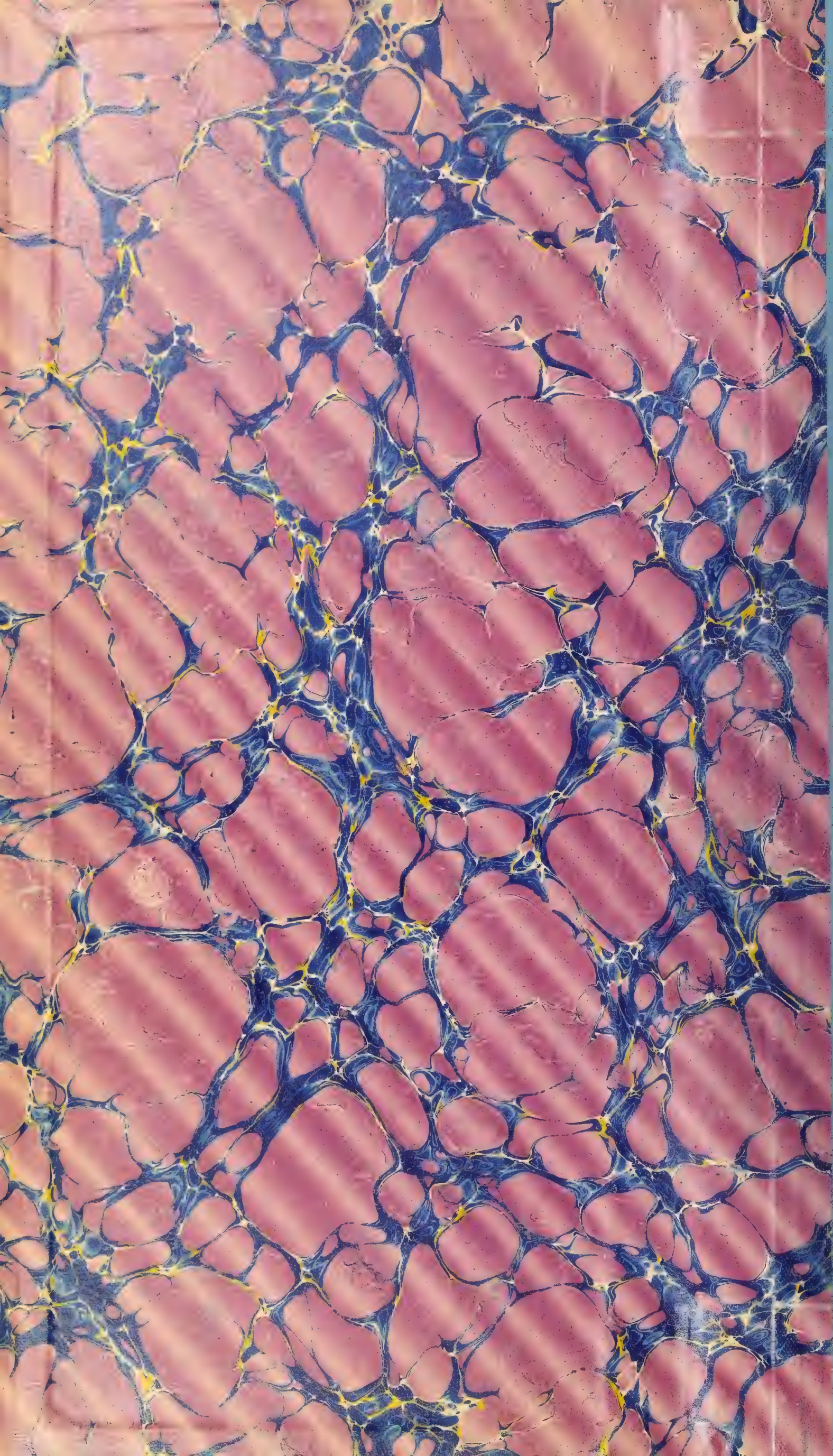
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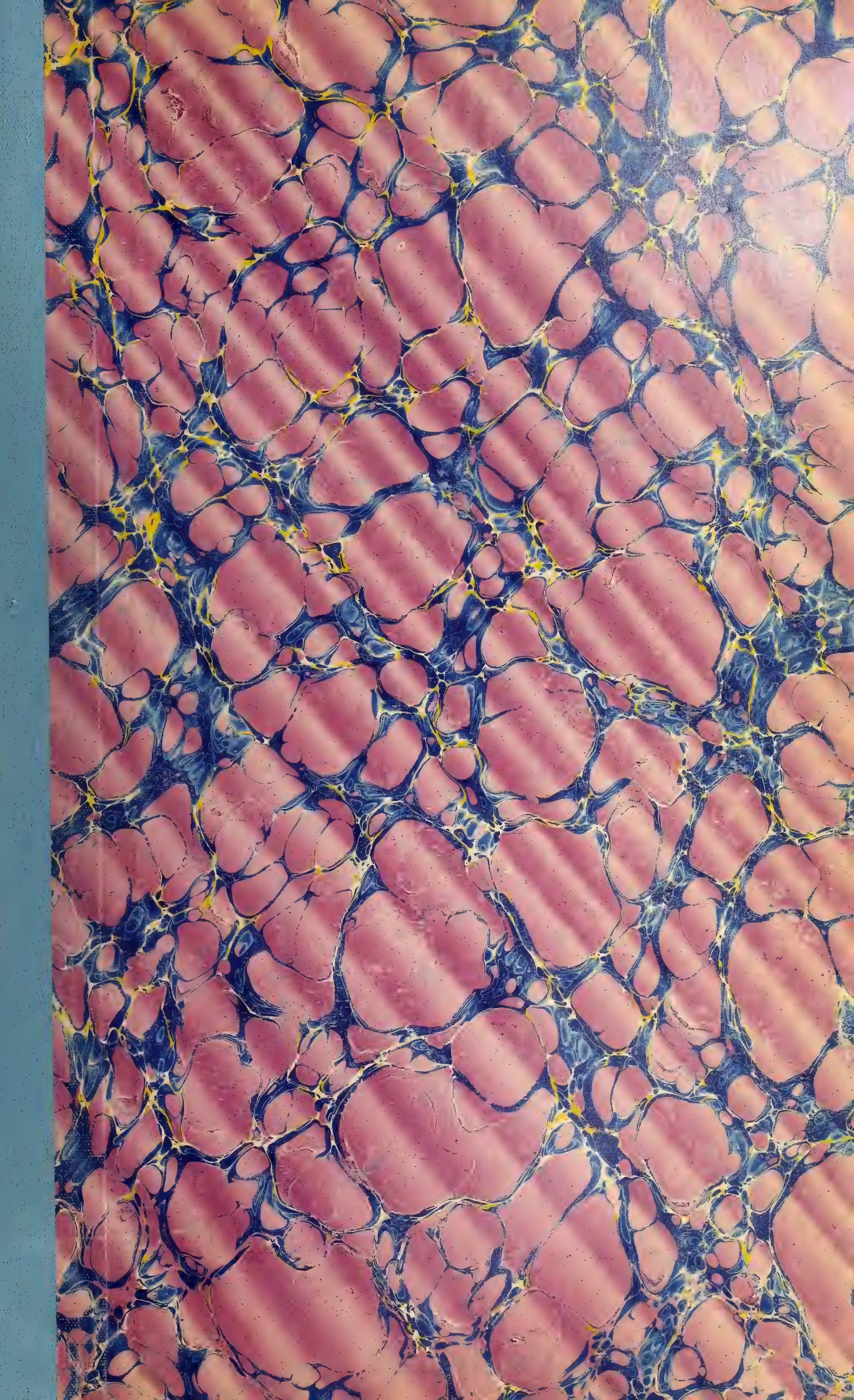
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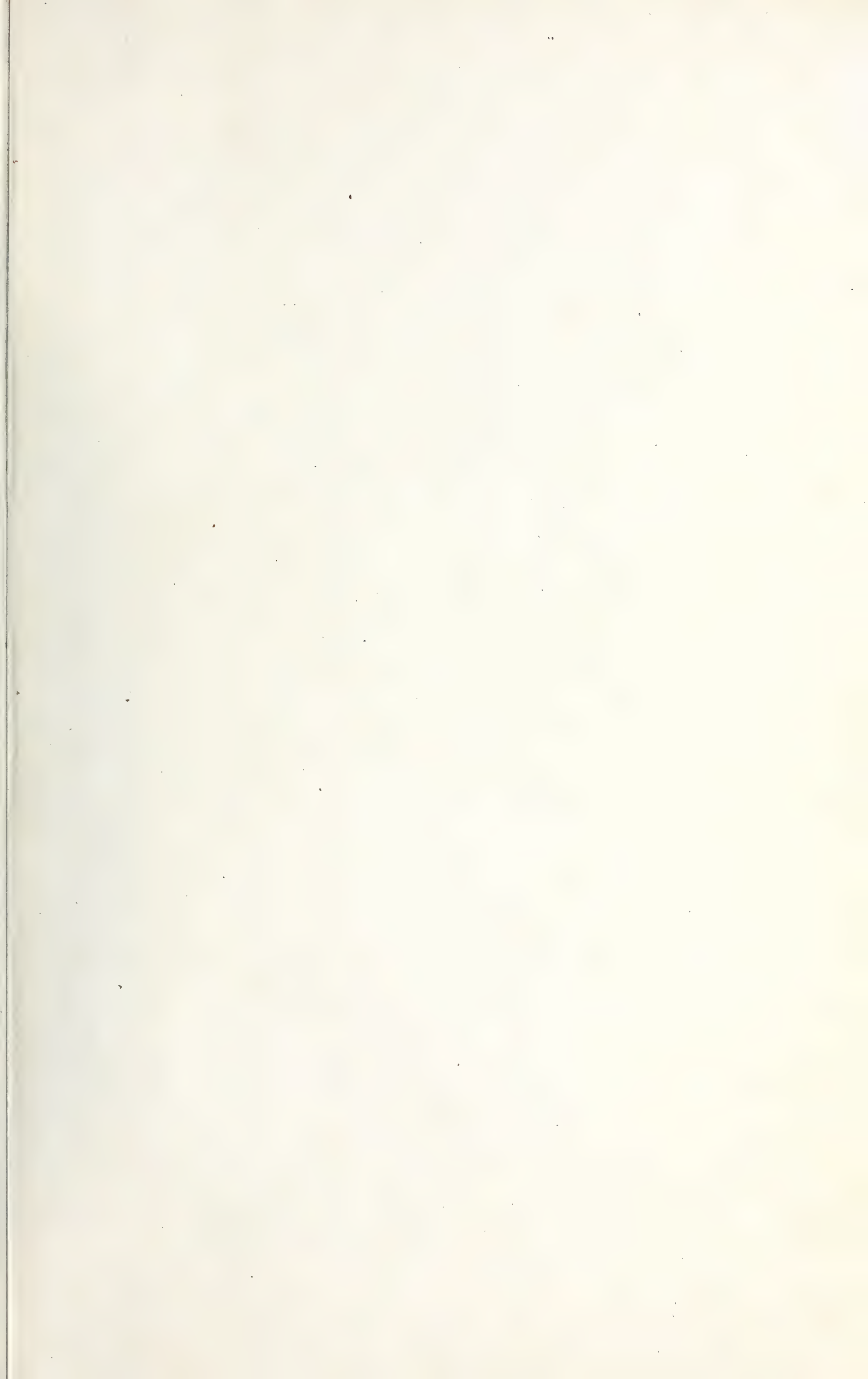
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Minutes of Meeting of the Board of Governors held in the Board Room, during the afternoon of Sunday, 21st October, 1909. at 4 p.m.

- Present -

Mr. J. J. Macdonald (President)

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

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Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

Mr. J. J. Macdonald

The Acting Treasurer was present as Secretary.

The minutes of the last meeting were read and confirmed.

Medical Research -
Banting &
Fischer
work.

Coming out of the minutes the President presented a letter from Sir Frederick Banting stating that he would contribute from the funds of the Department of Medical Research up to \$3000. to supplement the \$1,400 already provided from the Ministry Request, making the total of \$4,400 which Sir Fischer estimates as the amount which he will require for laboratory equipment and supplies for the current Academic Year.

The Board directed the expression of appreciation be conveyed to Sir Frederick for his co-operation in this work.

Athletic Assocⁿ - Trust Fund.

Coming out of the minutes there was read a letter from the Athletic Association, with certificate of the Auditors, that the amount at the credit of the Special Trust Fund at 30th June last was \$200 3³/₄.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Athletics & Physical Training - Men -

Part-time Instructors - for the session 1937-38:

H. P. Phillips - - - - - \$400.

Also night-supervisor at \$600. to be paid from the funds of the Association.

L. W. Black - Boxing - 250. } Honoraria
C. Chilcott - Wrestling - 250. }

Locker Attendants:

C. Caruthers - 15 September, 1937, to 5 May, 1938. \$800.

J. R. Rimmer - 27 September, 1937, to 22 May, 1938 @ 15. per week
also in evenings for same time @ \$8. per week.

A. Jordan - 18 October, 1937, to 30 April, 1938. @ 15. -
also in evenings for same time @ \$5. per week.

M. R. DePew - 24 October, 1937, to 15 April, 1938. @ 15. -

Faculty of Arts.

Biology:

L. H. Chambers - Assistant for Michaelmas

Term, 1937 - 75.

Ontario College of Education:

C. E. Phillips - Instructor in Courses for
Pedagogy for the session 1937-38 - 400.

E. Baer -

(vide Min. Bk.
#14. fol. 439)

The appointment of Dr. E. Baer as Assistant Professor of Research in Organic Chemistry was amended by making it read in "Department of Special Research, Faculty of Medicine" instead of in "Department of Chemistry, Faculty of Arts".

Psychiatry

Dr. E. P. Lewis' salary

The President reported that this year the Canadian National Committee for Mental Hygiene is making no contribution towards the work of the Department of Psychiatry, and only \$300 had been provided in the Estimates for the salary of Dr. E. P. Lewis as Assistant Professor. The Board approved of the President's recommendation that an additional vote of sixteen hundred dollars, \$1,600 be granted to bring Dr. Lewis's salary for 1937-38 up to the figure of 1936-37, viz. nineteen hundred dollars, \$1,900.

Leave of absence
to Prof. A.
Brady

Leave of absence with pay was granted to Professor A. Brady of the Department of Political Economy from January to September, 1938, for study abroad.

Sick leave to
G. Eline.
H. B. McBready
substitute.

Sick leave was granted, without pay, to Mr. G. A. Eline of the staff of the University of Toronto Schools, from November 1, 1937, to a date not later than 30 June, 1938; and approval was given to the engagement of H. B. McBready as a supply teacher at the University of Toronto Schools during such time as Mr. Eline is absent up to 30 June next.

Allowance
to W. H. Martin,
Athletic
Association

Authority was given for the payment, as recommended by the Athletic Directorate to the President, of \$160. to Mr. W. H. Martin, Gymnasium Instructor, as an allowance in connection with a course, with special emphasis on corrective work taken by him at Springfield College, Springfield, Mass.; this amount to be charged against unused balances in the salary list for Athletics, U. of T., for 1937-38.

Athletic
Association
Budget re
Compulsory
Athletic
fee

The following supplementary budget of the Athletic Association for the fiscal year 1937-38 covering the disposition of the compulsory Athletic Fee, as submitted by the Directorate, was approved:-

Budget for the year 1937-38 to cover disposition of the compulsory Athletic Fee.

This is based upon an estimated attendance of 5000 students; should the number be greater or less the receipts and expenditure for admission to games would be increased or reduced by a proportionate amount. These items and appropriations have been agreed upon by the Joint Committee of the Students' Administrative Council and the Athletic Directorate and were passed by the Athletic Directorate at the meeting of October 19th, 1937.

RECEIPTS: based on an attendance of 5000 students
@ \$3.00 per head \$15,000.00

EXPENDITURES:

(1) For admission to rugby and hockey games and other student events at the Stadium and Arena	\$ 9,000.00
(2) For admission to Stadium Rink (outdoor) two evenings a week and any afternoon	2,000.00
(3) For cost of attendants and other expenses connected with opening the Gymnasium in the evenings (details attached)	1,500.00
(4) For appropriation to be paid to the Women's Athletic Association	750.00
(5) For affiliation with a Golf Club to secure reduced green fees for students	100.00
(6) For affiliation with a Riding Club to secure reduced fees for students	200.00
(7) For accommodation for ski-ing	500.00
(8) For instruction in figure skating, ski-ing and golf	500.00
At present unappropriated	<u>450.00</u>
	<u>\$15,000.00</u>

Detail of expenses in connection with the opening of the
Gymnasium Wing for five evenings each week:

Supervisor of Gymnasium and Instructor Hector Phillips, 7 months	- \$600.00
Other instruction which may be found necessary	- 200.00
Locker Attendants: W.R. Rimmer, 27th Sept. to 22nd May 34 weeks at \$8.00	- 282.00
Albert Jordan 28 weeks at \$5.00 per week	- 140.00
Pool Attendant, 3 evenings a week for 30 weeks (Two evenings paid by the Hart House Graduate Committee)	- 180.00
Other expenses	- 98.00
	<u>\$1500.00</u>

Bursaries:

(1) Arts.

(u. G.)

The President presented recommendations of the Council of University College covering awards of bursaries to certain students in Arts for the session 1937-38, and upon his recommendation the awards were confirmed as follows, the amounts to be drawn from the vote in the current Estimates:-

UNIVERSITY COLLEGE BURSARIES

October, 1937

<u>NAME</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>IN</u>	<u>OUT</u>
Armstrong, Miss A. L.	Entrant	\$125.	"	"
Ashdown, Miss G. D.	II.12	164.	"	"
Barnett, T. A. M.	Entrant	50.	"	"
Beattie, W.	II.13	200.	"	"
Bell, Miss M. E.	II.12	50.	"	"
Boody, G. H.	III	30.	"	"
Brett, Miss L.	Entrant	125.	"	"
Brown, Miss M. J.	II.1	25.	"	"
Bruck, Miss M.	Entrant	100.	"	"
Campbell, D. L.	Entrant	75.		
Charlton, J. R.	Entrant	50.	"	"
Chernovsky, Miss W.	II.1	30.	"	"
Cohen, E.	I.2	75.	"	"
Coleman, A. J.	I.2	100.	"	"
Coleman, I. W.	Entrant	75.	"	"
Collins, S.	Entrant	100.	"	"
Cook, Miss T. E.	II.6	100.	"	"

Curland, A. B.	I.2	75.	*
Edison, O. O.	I.1	75.	*
Emmervick, J. E.	II.1	75.	*
Evans, Miss E. E.	II.13	100.	*
Frederick, Miss A. E.	Entrant	64.	*
Ferguson, L. O.	II.5	75.	*
Fitzgerald, P. E.	I.2	75.	*
Fletcher, T. A. G.	Entrant	100.	*
Fort, G. H.	II.1	75.	*
Francis, N. L.	I.4	125.	*
Frank, L. W.	Entrant	50.	*
French, E. E.	II.5	30.	*
Fuller, E.	I.6	30.	*
Goffrey, Miss M. E. U. Grade B		100.	*
Goodall, Miss D. E.	Grade B	75.	*
Grange, E. B. E.	Entrant	50.	*
Gunning, E. E.	I.1	60.	*
Halpern, E. H.	II.1	75.	*
Harnick, Miss E.	II.2	60.	*
Hartman, Miss L.	Entrant	75.	*
Hysman, Leo	I.1	75.	*
Kelly, Miss E. H.	II.1	64.	*
Jacklin, Miss M.	Entrant	75.	*
Kayfetz, E. U.	II.6	30.	*
Knee, J. L.	II.1	30.	*
Ladd, E. A.	I.7	125.	*
Levinson, J.	II.2	30.	*
Lindsey, E. E. A.	II.6	100.	*
MacDonald, Miss A. A.	Entrant	64.	*
MacKay, Miss D. D.	II.1	100.	*
MacPherson, E. D. A.	I.1	120.	*
Manning, E.	II.7	75.	*
March, G. E.	Grade B	50.	*
Maxwell, T. D.	Grade A.	75.	*
Meisel, Miss D. E.	Entrant	64.	*
Miles, E. E.	Entrant	50.	*
Mingay, J. E.	II.2	75.	*
Molinero, J. E. E.	Grade B	30.	*
Noble, Miss J. E.	Entrant	50.	*
Page, G.	Entrant	75.	*
Olson, E. E.	II.1	30.	*
Orenstein, J. E.	II.6	30.	*
Penrose, Miss E. A.	II.1	75.	*

Peters, G. W.	II.3	75.	"
Pettypiece, Miss V.E.	II.3	75.	"
Phemister, M. C.	Grade B	100.	"
Powell, C.	Entrant	125.	"
Rae, M. W.	II.1	60.	"
Rankin, P.	Entrant	75.	"
Rhodes, Wend, G.	I.1	75.	"
Ritchie, Miss M. F.	Grade B	100.	"
Rosen, Miss C.	II.6	30.	"
Rubenstein, Miss G.	II.12	30.	"
#Ruffell, W. H.	I.2	150.	"
Sable, H. A.	I.1	75.	"
Scott, G. D.	I.1	100.	"
Scott, Miss K. R.	II.23	100.	"
Shepiro, D.	II.1	30.	"
Skinner, Miss M. M.	II.12	60.	"
Shortt, Miss M. C.	Entrant	75.	"
Somers, L. W.	I.2	75.	"
Spisizen, J.	I.2	75.	"
Spring, D.	I.1	\$ 75.	"
Stein, M.	II.4	30.	"
Struthers, Miss E.	Entrant	75.	"
Struthers, Miss M. M.	I.5	150.	"
Thaler, A. M.	II.1	30.	"
#Thompson, C. F.	I.5	50.	"
Thomson, R. F.	Grade B.	30.	"
Thow, J. W.	I.7	75.	"
Turchin, P.	Entrant	75.	"
Waldeck, K. T.	Entrant	60.	"
Walker, C. B. V.	II.1	75.	"
Wallace, Miss A. J.	Entrant	125.	"
Weinberg, J. M.	I.3	75.	"
Wilson, I. L.	II.1	60.	"
Wolfstod, Miss L.	II.16	30.	"

Free Tuition

Free Tuition to the extent of \$100.

Bursaries.
Dentistry

Further a grant of \$,00 to Andrew F. Cook, a Third Year student in the Faculty of Dentistry, from the Bursaries Fund for the current year, as recommended by the President and Dean Mason, was authorized.

Remission of
fee - Miss
Wang.

Miss Chien - Hsin Wang was granted a remission of fee for the session 1937-38 in the School of Graduate Studies, as recommended by the President due to the fact that conditions in China have cut off her supply of funds.

Report Number 126 of the Finance Committee was read as follows and upon motion of Mr. Mc Carthy adopted:

The Finance Committee begs to report to the Board of Governors:

Canada
Permanent
Mortgage Corp.
Bond.

1. Your Committee has considered the offer of the Canada Permanent Mortgage Corporation, made to it by the Board, to renew a debenture for \$,00 maturing 1st November, 1937 (part of the Ellen Mawr Old Girls' Association Scholarship Fund), and recommends that this debenture be renewed for a period of five years with interest at the rate of $3\frac{1}{2}\%$ per annum.

Investment.

2. In view of the situation of the market at the present time, your Committee recommends that the question of the investment of approximately \$68,000, as reported by the Acting Bursar, be deferred. All of which is respectfully submitted.

(Sgd. Leighton Mc Carthy,
Acting Chairman.

23 October, 1937.

Toronto
Conservatory
of Music
re sale of
Reading
property.

There was read a letter from the Toronto Conservatory of Music, under date 22 October, 1937, that they have received an offer from the Toronto Bible Society for the "Reading" property and concerning the following action passed by the Conservatory Board:-

3
"Resolved, that the Board of Governors of the Toronto Conservatory of Music requests the Board of Governors of the University to grant them authority to negotiate the sale of the "Academy" land and building at 12-14 Spadina Rd., the adjoining land and building at 17 Walter Rd., together with fixtures including the organ now installed in the "Academy" building, at a price of forty-five thousand dollars (\$45,000.00); transfer to be effected at a date convenient to the Conservatory and the purchaser, but not later than one year from date.

Further, the Board of Governors of the Toronto Conservatory of Music strongly recommends that the entire proceeds of the sale should be used to redeem the capital liabilities of the Conservatory."

The Board approved of the resolution and authority was given to negotiate the sale on the terms stated.

The Governors expressed to the Chairman their heartfelt sympathy in the bereavement which he had sustained in the loss of Mrs Macdonald.

The meeting adjourned at 5.30 p.m.

Minutes confirmed.

Nov 11 1937

Alfred Macdonald
Chairman.

Indexed in

Minutes of Meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 11th November, 1937, at 4 p.m.

- Present -

The Chairman Mr Macdonald	The President
The Vice-Chairman	Mr The Governor
Sir Ralph Flavelle	Mr Isler
Mr Treble	Mr Justice Kelly
Chief Justice Rose	Mr Puddle
Mr Henderson	

The Acting Registrar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

For the Session 1937-38.

Faculty of Arts:

Logic:

A. B. Potenberg	} Class Assistants	\$ 100.
P. P. Paisley		- 50.

Psychology:

H. H. Rogers	} Instructor	(additional) - 200.
G. W. Henderson		- 100.

Faculty of Medicine:

Anatomy:

L. G. Smith - Lecturer	\$ 2,000.
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(cancelling previous appointment of \$1,800).

Faculty of Applied Science:

Electrical Engineering:

G. H. Salwadge - Special Demonstrator	- 100.
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Civil Engineering: Surveying & Geodesy:

A. G. J. Hopper - Demonstrator - Michaelmas Term	- 375.
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Chemical Engineering:

B. Marks - Demonstrator, for 5 months from November 1 (see R. F. Fraser, resigned)	- 855.
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Faculty of Applied Science (Contd.).

Metallurgical Engineering:

Miss V. N. Rigler - Office Assistant
and Librarian

from

27 September.

to

31 May

@ \$61. per month

Secretary's Office -

Miss V. N. Rigler - Stenographer

School of Nursing

Lecturers:

Dr Norma Ford	Biology	- 300.
W. K. F. Kendrick	Science of Education	- 200.
C. E. Phillips	Principles of Education	- 200.
Alan Brown	Paediatrics	- 160.
J. T. P. Hair	Child Hygiene	- 40.
G. B. Shillington	Oral Hygiene	- 40.
Beverly Hannah	Special Lecturer, Medicine, and Lecturer in Communicable Disease	- 190.

Special Lecturers:

J. H. Elliott	Medicine	- 40.
G. Bates	Medicine	- 20.
Miss B. Boulton	Special Instructor, Nursing	- 180.

On Council
School of
Nursing.

The following were appointed to sit as representatives
on the Council of the School of Nursing for the
Session 1937-38:-

School of Hygiene	- Dr J. G. Fitzgerald
	- Dr D. J. Fraser
Department of Paediatrics	- Dr Alan Brown
" " Medicine	- Professor Duncan Graham
" " Physiology	- Dr E. J. Waters
" " Biology	- Dr Norma Ford
Faculty of Dentistry	- Dr A. D. A. Mason
Department of Surgery	- Dr W. E. Gallie
" " Obstetrics	- Dr W. A. Scott
" " Psychology	- Professor E. A. Bott
" " Psychiatry	- Dr L. B. Farrar
" " Social Science	- Professor A. E. Grauer
" " Anatomy	- Dr Ruggles George

Leaves of
absence.

Leave of absence, with pay, was granted to the following
for study abroad:-

(p. 21 Jan 1938.
vide letter 2/12/37)

Professor J. N. L. Taylor, Department of Botany, from
February, 1938, to the beginning of the session 1938-39

Professor F. V. Winnett, Department of Semiotics, from
April to the end of December, 1938.

Estimates
voted

An appropriation of \$2500 was granted for expenses such as postage, stationery, etc., in connection with the Sociology course, in the Department of Anthropology, for the current session.

Situation
re Chemistry
in University

The President presented a letter, dated November 2nd, from Professor F. B. Kenrick, who is at present in charge of the Department of Chemistry, giving a detailed report of the serious over-crowded conditions and inconveniences which prevail in that Department, and the urgent necessity for the erection of a new Chemistry Building.

After a lengthy discussion of the matter a Special Committee consisting of -

The Chairman

The Vice-Chairman

The President

was appointed to make a survey of the whole situation with regard to Chemistry, with authority to incur any necessary expenditure in connection therewith, and to report to the Board.

General
Documents

There were presented the Auditor's Report and Financial Statement of Hart House, and also of the University Press, for the year ended 30 June, 1937, which were received and laid on the table.

Current
Expenditures

The Acting Treasurer submitted his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorised on 14th October, and the same was laid on the table.

do.

Also his Estimate under By-Laws Numbers 16, 50 and 64, of the amount required to defray current Expenditure for the balance of the month of November and the first part of the month of December. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be

issued to the Bureau.

Entered

The meeting adjourned at 5.15 p.m.

minutes confirmed.

Nov. 25th 1937

Arundel Macdonald
Chairman.

Minutes of Meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 25th November, 1937, at 4 p.m.

- Present -

The Chairman - Mr. Macdonald

Mr. Jones - Chairman

Mr. Joseph Threlkeld

Mr. Wilson

Mr. Arthur Ross

Mr. Anderson

The Chairman

Mr. Bailey

Mr. Baker

Mr. McCallagh

The Acting Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Appointments.

The following appointments were made upon the recommendation of the President, presented in his absence by the Acting Bursar, and the salaries were fixed at the amounts set opposite the respective names, there being granted additional appropriations in connection with these appointments:

Amendments
to Estimates

- (1) \$2,500 for instruction in the Teachers' classes, and
- (2) \$3,200 for instruction in the Evening Tutorial classes.

Professor F. B. Kennick - to be Head of the Department of Chemistry from 1 July, 1938.

The following for the session 1937-38.

Athletics and Physical Training - Men:

Part - Time Instruction:

Mr. Gibson	- Boxing	\$200.
J. Matsumoto	- Judo - Jitsu	25.

Athletics and Physical Training - Women:

Physical Education - Diploma Course: Special Lecturers:

Mr. S. Ball	- Anatomy	150.
Miss Margaret Graham	- Theory of Music	50.
Miss R. MacKinnon	- Anatomy & Kinesiology	150.
Dr. H. Holmstedt	- Physiology of Exercise	100.
Miss F. Leslie Jones	- Voice Training	50.

Faculty of Arts:-

Miss A. Bailey	- Class Assistant, Psychology	100.
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Faculty of Medicine -

Pathology & Bacteriology -

Miss C. M. Westlake - Technician, 1 November

to 30 June

@ \$20. a month

Faculty of Dentistry -

J. H. G. Hamwood - Demonstrator, part-time, in

Dentistry, 1 December to 30 June

@ 240.

to be deducted from the salary provided in the Estimates for Dr J. H. Duff.

School of Nursing - Lecturers:

Mr. R. Welsh

- Surgery

- 115.

Mr. B. Van Wyck

- Obstetrics

- 115.

Mr. J. J. Owen

- Medicine

- 110.

Miss Florence E. Woodcock

- Massage

- 75.

J. A. Long

for Refresher course

- 30.

Special Research.

Medical Research - Bunting:

H. L. Collins - Research Assistant,

1 December to 30 June

@ 140. a month

C. Lott

- Technician, 1 December

@ 75.

A. Stella

} Assistants in

@ 55.

L. Smith

} Criminal Quarters 28 February

@ 55.

University Extension - Instructors:

Correspondence Courses -

(a) Pass course for Teachers.

Economics:

F. J. Westcott

J. G. Perold

English:

J. R. Mac Gillivray

N. J. Endicott

French:

Miss A. C. Cole

J. G. Anderson

A. Lacey

Geography:

Miss E. K. M. Sims.

History:

R. M. Saunders

G. S. Glazebrook.

D. G. Creighton

G. W. Brown

Latin:

L. G. Mac Kay

M. D. C. Lait

Mathematics:

J. R. Pounder

D. C. C. Krieger

Psychology:

G. P. Cosgrave

J. D. Ketchum

Physics

D. S. Anshie

Philosophy:

G. S. Brett

J. W. Dore

University Extension - Instructors (Cont'd).

Correspondence Course - (Cont'd) -

(1) Upper School.

Physics	-	I. G. Cross
Zoology, Botany and Chemistry	-	H. A. Grainger
Geometry, Algebra and Trigonometry	-	W. J. Longhead
Latin	-	S. H. Mills
German and French	-	H. L. Murch

(2) Commercial.

Penmanship, Shorthand	-	W. Baird
Shorthand Methods, Office Practice	-	L. S. Beattie
Bookkeeping Method	-	W. G. Bennett
Business Correspondence and Typing	-	
Theory of Economics; Money & Banking	-	W. J. Brown
Bookkeeping, Accountancy	-	H. G. Harvey
Business Arithmetic, Business Law,	-	
Arithmetic of Investments	-	J. W. Bates
Typewriting Method, Typewriting	-	Miss Evelyn M. Rutledge
	-	Miss Dorothy J. Dobie

Evening Tutorial Classes: -

Thomas B. Godfrey	} Accounting	- \$200-
Russell R. Grant		- 200
Elton Johnson	- Advertising	- 200.
M. Barry Watson	- Air Conditioning	- 200.
Miss M. L. Northway	- Camp Education	- 200.
E. Marchant	} Chemistry	- 100-
W. H. Rapsen		- 100-
W. Barton (Assistant)		- 25
E. W. Carpenter	- Soc + Accounting	- 200.
A. L. Richardson	- Economics	- 200.
Miss R. H. Coburn	- English Composition	- 200.
J. Campbell McInnes	- English Diction	- 400
Victor Lange	- Survey of Contemporary Literature	- 200
Miss M. D. Mac Donald	} French	- 200.
E. L. Assie		- 400.
St. E. de Champ		- 200.
H. Boeschenstein	- German	- 200.
Miss J. W. Forster	- Gymnastics & Dancing	- 200
Miss A. Cochran	- Swimming	- 200.
Miss S. London	} Interior	- 400.
Miss Vida Peere		- 200
Miss R. W. Thome	- Interior Design	- 200.
E. A. Allcut	- Industrial & Business Organization	- 200.
A. B. Ward	- Investments	- 200.

University Extension - Instructors (Cont'd)

Evening Tutorial Classes (Cont'd):

E. Goggio	- Italian	- \$200
J. M. Ekron	- Journalism (4 classes)	- 800.
J. Finckman	- Mercantile Law	- 200.
J. A. Newcombe	- Metallurgy	- 300.
Edgar Mc Innis	- Modern International Relations	- 200.
Miss A. H. Parsons	- Newspaper Writing, Magazine Article Writing	- 400
F. J. Thorwood	- Music	- 450
J. M. B. Taylor	} Natural History	- 100
Stuart L. Thompson		- 100.
Elizabeth Chant Robertson	- Nutrition	- 200.
St. George's School for Child Study	- Parent Education	400.
W. J. Nic Crundy	- Philosophy	- 200.
G. H. Turner	} Psychology	- 200.
H. C. Miller		- 200
S. W. F. Chant		- 200
D. C. Williams		- 200.
W. G. Trisby	} Public Speaking	- 200
F. H. Kirkpatrick		- 200.
R. S. Hosking		- 200.
G. A. Mc Mullen		- 400.
A. A. Schuyler	- Secretarial Practice	- 200.
C. B. Macpherson	} Social Science	- 50.
W. E. Blatz		- 50.
Miss Charlotte Whitton		- 50
J. Cano.	- Spanish	- 200.
Miss Helen Mc Murvich	- Speech Reading	- 200.
H. L. Seymour	- Town Planning	- 200
W. C. Pennon	- Traffic & Transportation	- 200
Dr. Edith Gordon	- Medical examinations	- 40.
Mrs Margaret Graham	- Pianist	- 40.
Miss D. C. Thompson	- Evening Class Librarian	- 75.
course in Occupational Therapy:-		
H. D. Ball	- Anatomy	- 75.
E. J. Waters	- Physiology	- 75.
Miss Jean Hampson	- Practical Application of Occupational Therapy	- 100.
J. H. Ryan	- Bookbinding	- 200.
Miss Nora Lea	- History and Practice of Social Work	- 100.
Miss Olive Noble	- Children's work and Basketry	- 300.

University Extension - Instructors (Cont^d)

Course in Occupational Therapy -

Ontario College of Art - Plastic Arts, Metal Work	- \$300
Dr. Ruth Frank	- Psychiatry - 200
R. G. Bennett	- Neurology - 40
R. B. Fletcher	- Arthritis - 20
J. L. McDonald	- Orthopaedic Surgery - 40
E. H. Bolton	- Brain Injuries - 20
F. J. Lewis	- General Surgery - 20
J. E. Palmer	- Cardiac Diseases - 50
J. H. Elliott	- Tuberculosis - 30
J. H. Dean	- Workmen's Compensation Act - 10
Miss Elizabeth Bowling	- Speech Training - 50
H. W. Howard	- Neurology - 60
Miss Isabel London	- Instructor in Art and Applied Design - 300
A. J. MacLachlan	- Wood-working - 300
W. H. F. Kendrick	- Psychology at the Margaret Eaton School - 200

Course in Physiotherapy -

H. D. Ball	- Anatomy - 75
E. J. Waters	- Physiology - 75
St. John Ambulance Association	- First Aid and Home Nursing - 200

Teachers' classes:-

French:-

A. Lacey	- \$300.	J. G. Anderson	- \$300.
J. A. Koupent.	- \$300.		

Economics:

F. J. Westcott	- 300.	V. W. Bladen	- 150
A. F. W. Humphreys	- 75.	V. F. Coe	- 75.
F. J. Westcott	at Brampton	\$300; travelling expenses (estimated) \$100.	- 400

Psychology:

W. Line	300.	D. G. Williams	- 200.
G. R. Myers	- \$300.		

Mathematics:

J. A. Ponder	- 300	R. Brauer	- 300
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History:

R. M. Saunders	- 300.	D. J. MacDougall	- 300.
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English:

Miss F. A. Smith	- 300.	A. E. Birney	- 300.
H. J. Endicott	- 300.	E. H. Brown	- 300.
W. Bentoul Gastell (Fort William)			- 300.

University Extension - Instructors (Contd.).

Teachers' Classes (Contd.):

Geography:

Griffith Taylor - \$300. Miss E. H. M. Lins (Class Assistant) - \$120.

Miss M. Brookstone - 240. M. H. Macdonald - 160. Laboratory Assistants

A. H. Clarke - 120. D. F. Pultam - 160.

Latin:

G. O. Smith - 150. R. B. English - 150.

German - H. Boeschenstein - - - - - 300.

Philosophy:

E. W. Macdonald - 300. J. W. Dore - 300.

Physics: - J. M. Anderson - 300.

Mineralogy - - - - - J. Ellis Thomson - 100.

Laboratory Assistants:

V. B. Meen - 50. L. G. Perry - 100.

Geology:

J. Satterly - 200. V. J. Okulitch - 200.

L. S. Russell (Laboratory Assistant) - 160.

Workers' Educational Association -

	Remuneration.	Travelling Expenses (estimated)
Brampton - C. Sivert - Science	\$200.	\$85.
Tenquis - C. R. Philp - Economics	200.	21.
Galt - S. S. Dhami - Psychology	150.	63.75
Guelph - Leo Warsaw - Economics	200.	90.

Hamilton:

Leo A. Haack - Sociology - 200. -

F. H. Kirkpatrick - Public Speaking - 200.

H. H. Rogers - Psychology - 200. 49.

Bora Laskin - Economic History - 200. 49.

Alex. Winfield - Psychology - 200.

Kingston - A. G. Prince - Current Events - 200.

Kitchener -

Albert Moellman - Economic History - 100.

London - Charles Buck - Economic History - 200.

Oshawa - Bora Laskin - Economic History - 200. 41.

Peterborough:

A. S. Hardy Hill - Political Science - 200. 130.

Preston:-

Bernard Wilson - Economic History - 100. 22.50

St. Catharines -

Gordon Prince - Economic History - 200. 45.

Sault Ste. Marie:

W. H. Becking - Public Speaking and Parliamentary Procedure - 150.

vide fol. 74.

vide fol. 74.

" - 74.

University Extension - Instructors (Contd)		Remuneration.	Travelling expenses (estimated)
Workers Educational Association (Contd)			
Stratford -			
Mark Luman - Economic History		£200.	£50
Courses:			
Psychology:			
H. D. Burnland	£100.	L. N. F. Ehart - 200.	
E. H. Longrave	100.	L. S. Dhami - 200.	
Philosophy	- W. G. Trisby	- 200.	
Sociology	- E. W. M. Hart	- 200	
Trade Unionism	- Rosa Lasbin	- 100.	
Art	- Arthur Lister	- 200.	
Current Events	- E. W. Mc Lure	- 200.	
Public Speaking	- E. A. Mc Mullen	- 200	
Economics:			
E. L. Morgan	£200.	Les Warschaw - 200.	
J. F. Parkinson	- 200.		
English Composition	- J. D. Robins	- 200.	
English Literature	- Miss Mary Wimper	- 200.	
Science	- E. T. Waters	- 200.	
Psychology (Laboratory)	- Miss M. D. Salter	- 100.	
Windsor - J. D. Wilson - Psychology	- 100.		£65
Woodstock -			
J. F. Maine - Current Events	- 40.		9
J. H. Stevenson - Psychology	- 160.		36

Correspondence Courses

In the case of the Correspondence Courses the individual remuneration was not fixed, it being understood that upon completion of the work certificates will be presented for payment of the amounts due each person, the said payments to be within the total appropriation made for these services.

Evening Tutorial Classes:

With regard to the Evening Tutorial classes authority was given for -

(1) Payment of attendants, upon certificates to be presented, at the rate of £1.50 each per evening.

Medical examination fee.

(2) The imposition of a medical examination fee of £1.00 upon each student registered in the class in Gymnastics, Dancing and Swimming for women.

Post-Graduate
Courses -
Faculty of
Medicine

In connection with Post-Graduate Courses held recently in the Faculty of Medicine, it was reported that the fees received had totalled respectively -

For the Fracture Course - \$925.

For the course in Medicine -

Cardiovascular Disease - 400

For the course in Physical Therapy - 375.

and payments to instructors and for expenses were authorised as follows:-

Fracture Course: - (\$916⁸⁷).

(a) Honoraria to Instructors: -

W. E. Gallie	\$50.	J. E. Robertson	\$25.
F. J. Lewis	70.	A. B. Le Mesurier	25.
S. D. Gordon	70.	J. L. McDonald	25.
R. J. Harris	25.	W. A. Keith	25.
J. A. MacFarlane	25.	J. A. J. Duff	25.
D. W. G. Murray	25.	Chas. Harris	25.
Roy Thomas	25.	R. C. Laird	25.
G. E. Wilson	25.	Stuart Thomson	25.
W. G. Carscadden	25.	H. G. McKenzie	15.
D. W. Pratt	25.	J. A. Robinson	15.
J. T. Davis	25.	W. D. Smith	10.
H. G. Armstrong	25.	R. Chenoweth	10.

\$665.

(b) Expenses: Attendants, supplies, lunches, etc.

251.87

\$916.87

Course in Medicine: Cardiovascular Disease (\$398²⁵):-

(a) Honoraria to Instructors:

Duncan Graham	\$27.	H. E. Rykert	\$82.
J. Hepburn	91.	F. C. Hamilton	55.
J. A. Dille	82.		

\$337.

(b) Expenses: Dinner, Lunches,

61.25

\$398.25

Course in Physical Therapy: (\$371⁴⁰):-

(a) Honoraria to Instructors:

W. J. Landine	\$240.	H. H. Hyland	\$10.
W. S. Keith	15.	H. E. Rykert	10.
C. B. Farman	15.	R. H. Thomas	10.
E. S. Ryerson	10.	E. W. Howland	10.
A. C. Fletcher	10.		

\$330.

(b) Expenses: Dinner, Lunches

41.40

\$371.40

There was presented, through Principal Wallace, the offer of Miss Alice Willson, a graduate of University College, to establish a scholarship of the annual value of \$100, in memory of her brother, Mr. Herbert Willson, to be known as the "Herbert Willson Scholarship", to be awarded in University College to the student standing first in the annual examinations of the 2nd Year in Biology and Medicine; the Council to have the power to change the year or any other conditions of award which at any time in the future may be deemed advisable.

This offer was gratefully accepted.

Other communications were presented and dealt with as follows:-

From the Registrar transmitting for approval Statutes of Senate Numbers:-

- 1375- Respecting certain amendments to the Calendar of the Faculty of Arts for the session 1937-1938;
 - 1376- Respecting certain changes in the composition of the Senate;
- which Statutes having been severally read were approved.

A recommendation of the Senate that the following Exchange Students from other Canadian Universities, enrolled in the Second Year of the Pass course, Victoria College, receive exemption from Library and Examination fees for the session 1937-38, in accordance with the precedent of former years, was concurred in, viz.:-

Baldwin, Miss H. J.	- Mount Allison University
Borden, S. P.	- Acadia University
Forde, Miss H. E.	- Mount Allison University

From the Chartered Trust and Executors Company asking if the Board would be willing to cancel half the interest, amounting to \$182.17, on a loan of \$520. made in April, 1924, to Wallace J. Baxter, the principal of which had been cleared up in October, 1937. Consent given on condition that the borrower makes regular monthly payments on the balance.

Re Janet
Bolgerhouse
Estate -
payment of
Succession
Duty.

From Gordon Waldron, Solicitor to the late Miss Janet Bolgerhouse, requesting the consent of the Governors, as a residuary legatee, to the payment out of the Estate of the Succession Duty, amounting to \$1,430⁰¹/₁₀₀, on a bequest, valued by the Succession Duty Department at \$9,676¹⁹/₁₀₀, to Miss Evelyn Dundas, there being no provision in the Will directing the payment of the Duty on this bequest.

The Acting Bursar stated that as questions relating to the Estate were to go before the Surrogate Judge on the 22nd instant, upon the authority of the Chairman and Vice-Chairman of the Board, and the Chairman of the Finance Committee, he had conveyed to Mr. Waldron on behalf of the Board the consent asked for.

This action was confirmed.

Report Number 127 of the Finance Committee was read as follows, and upon motion of Mr. Asker, seconded by Dr. Russell, adopted:-

The Finance Committee begs to report to the Board of Governors:-

1. Your Committee transmits herewith the Auditor's Report and Financial Statement for the fiscal year ended 30th June, 1937. The Auditor reports that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were produced for his examination twice during the year and found to be in agreement with the records kept by the Bursar; and that the latter officer's records are well kept and all endowment and trust funds properly accounted for. The following is a (résumé)

Auditor's
Report &
Annual
Financial
Statement.

résumé of the financial results for the year:-

General Revenue	\$ 1,703,941.77
Special Grant from Legislature	920,000.00
Supplementary Grant	<u>180,000.00</u>
	\$ 2,803,941.77
Less interest written to Scholarship and other funds	<u>67,925.03</u>
	\$ 2,736,016.74

Expenditure under appropriations from
revenue

	<u>2,704,243.65</u>
Excess of receipts over expenditures	\$ 31,773.09
at debit of Revenue Account at 1 July, 1936	<u>45,878.09</u>
Deficit at 30 th June, 1937	<u>\$ 14,105.00</u>

Reconciliation with Estimates

Expected deficit of 1936-37 at time budget was passed	\$ 310,600.00
Less anticipated savings from salary cuts	<u>25,000.00</u>
	\$ 285,600.00

There was in addition a deficit
brought forward from the
previous year

<u>45,878.09</u>
\$ 331,478.09

Net General Revenue exceeded estimate \$ 49,016.74

The savings in appropriations,

including salary cuts, were (net) 113,356.35

\$ 162,373.09

Received from the Provincial
Government as a supplementary
Grant

180,000.00

\$ 342,373.09

Deduct allowance already made
above for salary cuts

25,000.00

\$ 317,373.09

Deficit as above

\$ 14,105.00

four Committee would recommend
that the Government be waited upon at an
early date with regard to a Supplementary Grant

to cover this deficit and such additional amount as will probably be required for the current fiscal year.

Respectfully submitted.

(sgd.)

F. J. Oster
Chairman.

24th November, 1937.

President's
Annual
Report.

The Acting Bursar presented the President's Annual Report upon the work of the University and its colleges for the year ending 30th June, 1937, and the same was ordered to be transmitted, together with the Auditor's Report and Financial Statement, to the Legislative Assembly in the usual manner.

Indexed.
C.

The meeting adjourned at 4.16 p.m.

Minutes confirmed.

Dec. 9th, 1937

Arne Maestlandt
Chairman.

Minutes of Meeting of the Board of Governors held in
the Board Room, Lincoln Hall, on Thursday
7th December, 1937, at 4 p.m.

- Present -

The Chairman (Mr. MacDonald)
The Vice-Chairman Mr. Osler
Mr. Ross Mr. Justice Kelly
Mr. Anderson Mr. Neilly
Mr. Young Mr. Gibson
Sir Joseph Flavelle Mr. McCarthy
Mr. McDougall

The Acting Bursar was
present as Secretary.

The minutes of the last meeting were read and
confirmed.

Appoint-
ments.

The following appointments were made upon the
recommendation of the President, presented in his
absence by the (Acting Bursar), and the salaries
were fixed at the amounts set opposite the
respective names: -

Faculty of Medicine -

A. W. Blair - Junior Demonstrator in
Radiology for the Session 1937-38 - £ 100.
Miss B. M. Calvin - Assistant Secretary.
Medicine, from 1 December, 1937. to
30 June, 1938 - - - - - @ 55. per mo.

School of Hygiene -

J. H. Johnston - Research Assistant in
Industrial Hygiene, Department of
Physiological Hygiene, 1 September, 1937,
to 30 June, 1938 - - - - - £ 500.

Faculty of Applied Science -

D. C. McRewan - Demonstrator, Engineering
Drawing, 27 November, 1937, to 15 April, 1938. £ 600.

Department of Social Science -

Special Lecturers for Session 1937-38:-

Miss H. Corrie	£ 150.	Miss F. Skeld	£ 150
R. E. Mills	- 150.	Miss N. Lea	- 110.
G. A. Chisholm	- 100.	Miss M. Bell	- 60.
Miss C. E. Whitton	- 50.	Mr Helen Lawrence	- 45.

Department of Social Science (Cont'd.) -

St. George's School (Mrs Long)	\$75.
School of Nursing (Misses Emory & Millman)	-75.
M. M. Cohen	\$25.
Miss M. Gould	-25.
Judge R. S. Hosking	-15.
Kenneth H. Rogers	-10.
W. Scott	-5.

University Extension -

Correspondence courses - Pass course for Teachers:
J. F. Parkinson - Instructor, Economics
for Session 1937-38 - - - - - 10.

St. George's School -

G. V. Risk - Consultant in Dentistry for 1937-38.
(vice C. A. Kennedy, deceased) - - - - - 150.

University Press -

- Clerks 1 January to 30 June, 1938 -

Miss M. Storey	- - - - - @ 1000. per ann.
Miss R. Buchan	- - - - - @ 936. " "
Miss M. Carter	- - - - - @ 884. " "
Miss A. Mullenney	- - - - - @ 884. " "

Increase
in Dr. Cates'
salary,
Anatomy.

In view of the fact that funds were not available this year to permit of the appointment of Dr. H. A. Cates as Anthropologist in the St. George's School for Child Study, a position which he has held for some years past, upon the recommendation of the President, in order to make up the deficiency, Dr. Cates' salary in the Department of Anatomy was increased by \$250. for the Session 1937-38 by transfers from funds of the Department, as follows:-

From "General Supplies"	\$100.
From Salaries - Demonstrators and Assistants	- 150.
	<u>\$250.</u>

Leaves of
absence;
Miss Wythe.

Leave of absence was granted to the following:-
Miss R. D. Wythe, a Records Clerk in the Registrar's Office, for six months from 1 January, 1938, without salary.

W. C.
Macdonald

W. C. Macdonald, a Demonstrator in the Department of Chemical Engineering, for study abroad, from 1 January to 30 June, 1938, with salary; and for the Michaelmas Term 1938-39 without salary.

The sick leave granted to Mr. J. B. Bickersteth, Warden of Hunt House, was continued with pay from January to 30 June, 1938.

In this connection the matter of the continuance on the staff of Mr. J. R. Johnston, and any other arrangements necessary, was referred to a Special Committee consisting of -

The Chairman

The President

Dr. Rundle

with power to act.

Additional appropriations were granted as follows:-

Department of Physics:-

A sum not exceeding \$1,380, to be drawn from the Sir John McLeenan bequest for the purchase of a new generator from the Canadian General Electric Company for work in that Department.

Faculty of Dentistry:-

To meet an assessment made upon each of its members in 1936-37 by the American Association of Dental Schools, of which this Faculty is a member, a vote of \$25, it being understood, however, that no precedent is established thereby.

Awards of bursaries for the current session to students in the Faculty of Medicine, as recommended by the Faculty Committee, and approved by the President, were confirmed as follows:-

Fourth Year -

A. J. Finlayson	\$100.	J. H. Winder	\$150
Miss M. Albertson	75.	E. A. Dobson	75.
W. Gason	75.	J. D. Duffin	150
H. P. Rinkelstein	100.	H. L. Fuller	75.
S. Jackson	75.	L. Lams	100
R. B. Mustard	150.	J. Scheinert	125.
A. J. Zarsky -		\$75.	

Fifth Year -

W. R. Dalziel	\$100.	O. Hoffman	75.
F. B. Thomson	75.	H. G. Delarue	75.
J. Dobkin	75.	E. A. Foster	100.

Bursaries - Faculty of Medicine (Cont'd).

Fifth Year (Cont'd).

E. C. Gray	\$1.50.	L. J. Lester	\$75.
W. H. Perry	- 75.	J. A. Rowney	- 100.

Fourth Year -

E. E. B. Hamilton	- 75.	H. Altwerger	- 75.
E. W. M. Howes	- 75.	H. Sirtman	- 75.
M. Zaitzky	\$1.00.		

Third Year -

D. J. Breithaupt	- 75.	J. Levy	- 50.
G. R. Walker	- 75.	J. P. Weingarten	- 50.

Second Year -

D. R. Bohren	- 50.	H. H. Fireman	- 50.
D. D. Garin	\$50.		

There was read a letter from Dr. Norma Ford of the Department of Biology as follows:-

December 9th, 1937.

The President,
University of Toronto.

Dear Mr. President:-

Additional arrangements have been made concerning the scholarship of three hundred dollars offered to the School of Graduate Studies of the University by the Toronto League for Race Betterment.

Members of the staff in the Departments of Biology and Psychology met in conference yesterday afternoon and planned a course of work for Miss P. Blair, whom they propose as the holder of the scholarship for the present academic year. As was stated in an earlier letter, the investigation will be concerned with a certain socially inadequate group in Toronto. This group, although having but a slight connection with major crimes, has depended for its maintenance upon every social agency in the city. Its dependence is so heavy and widespread that an attempt will be made to analyse the causes of the social instability of its members and to offer suggestions for the prevention.

Re Toronto
League for
Race Better-
ment
Scholarship.

prevention of its steady increase. This study was begun a few years ago in co-operation with the Canadian National Committee for Mental Hygiene, and the holder of the present scholarship will assist in the completion and publication of the report.

Miss Blair has already commenced this work. It was recommended at the staff conference that one hundred and fifty dollars of the scholarship be paid to the student in December and the remainder at the end of the Spring Term.

The Toronto League for Race Betterment would also prefer to make two payments of the scholarship money to the Bursar of the University.

We should be grateful for your advice regarding the additional arrangements or formalities which may be required in establishing the scholarship.

Yours sincerely,

(Sgt.) Harold Ford,

Assistant Professor
of Human Biology.

The Governors were of the opinion that the matter referred to should be further considered by the Special Committee appointed for that purpose, and it was referred to the President for consideration and report.

Other communications were presented and dealt with as follows:-

From the Toronto Conservatory of Music that the Agreement for Purchase of the Academy property on Spadina Road and the House on Walmer Road for Forty-five Thousand Dollars (\$45,000) had been received from the Toronto Bible College, together with a deposit of Five Thousand Dollars (\$5,000).

Toronto
Conservatory
of Music
sale to
Toronto Bible
College

Toronto
General Trusts
Corporation
re Col. R. W.
Leonard Est.

From the Toronto General Trusts Corporation with regard to a further distribution of capital from the Colonel R. W. Leonard Estate, in connection with which the University of Toronto is entitled to a one-fifth ($1/5^{th}$) share, by transferring a number of securities where the holding in each case permits of a division into five equal parts.

The Acting Bursar was instructed to request the Corporation to transfer to the University the securities referred to, together with the stock holdings set aside at the time of the former distribution; the transaction to be reported to the Finance Committee at its next meeting.

Prof. Emeritus
Baker

From Professor Emeritus Baker, copy of a letter sent by him to and published in the Globe and Mail in October last, on the subject of "Honouring University Presidents".

Current
Expenditure

The Acting Bursar submitted his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorised on 11th November, and the same was laid on the table.

150

Also his Estimate, under By-Laws Numbers 16, 50 and 64, of the amount required to defray current expenditure for the balance of the month of December and the first part of January. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Acting Bursar.

Preface to
Annual
Report

The Chairman read to the Board the preface to the Report for the year ended 30th June, 1937, as prepared by the Acting Bursar and signed by the Chairman; explaining that it was being read this year in order to acquaint the Governors

Continued with the procedure followed.

The meeting adjourned at 4.30 p.m.

Minutes continued.

Jan. 13th 1938

Wm. H. Macdonald
Chairman.

Minutes of Meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 13th January, 1938, at 4 p.m.

-Present-

The Chairman (Dr. Macdonald)	The Chancellor
The Vice-Chairman	The Hon. Dr. H. A. Bruce
The President	Dr. Anderson
Dr. Rundle	Sir Joseph Flavelle
Mr. Osler	Mr. Young.
Mr. Gibson	

The Acting Bursar
was present as Secretary.

The felicitations of the Board were extended to the President upon the restoration of his health and his return to their midst.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the following were presented:-

1) A Report of the Special Committee re Hart House which was read as follows and concurred in:-

To the Board of Governors,
University of Toronto.

Gentlemen:-

Hart House.
J. R.
Johnston's
appointment

Your Committee charged with the duty of considering the further engagement of Mr. J. R. Johnston on the staff of Hart House, and the remuneration to be given him in the event of his appointment being continued for a further period of time, beg to report that we have carefully considered the situation and have arranged with Mr. Johnston for the continuation of his appointment until the close of March, or the middle of April, as circumstances may warrant, at a salary of Two Hundred Dollars (\$200) a month, with a bonus of

One hundred and fifty Dollars (\$150) to be paid on
November 15th 1937.

Respectfully submitted,

Wm. Bruce Macdonald,

Chairman of Committee.

19 November, 1937.

The President stated that he had heard from
Mr. Macdonald that his health was improving
materially.

Toronto
League for
Race
Betterment
& Scholarship

(2) A further letter from Dr. Norma Ford with
regard to the Toronto League for Race Betterment
& Scholarship, as follows:-

Department of Biology,
November 15th 1937.

The President,

University of Toronto.

Dear Mr. President:

The following arrangements have now
been completed for the scholarship offered to the
University by the Toronto League for Race Betterment.

Members of the staff in the Departments of
Biology, Psychology and Psychiatry have agreed to
recommend that the proposed investigation of mental
illness in this case be prolonged for a year,
and that a study already begun under the direction
of Mr. Kelly in co-operation with the Canadian
National Committee for Mental Hygiene be completed
by the holder of the scholarship.

The investigation will be concerned with a
certain socially inadequate group in Toronto. This
group, although having but a slight connection with
major crime, has depended for its maintenance upon
many social agencies in the city. Its dependence is so
heavy and widespread that an attempt will be made
to analyze the causes of the social instability of its
members and to offer suggestions for the prevention
of its steady increase.

At an executive meeting on November 10th,
the Toronto League for Race Betterment accepted
unanimously this proposed change.

The Department of Psychology suggests that the scholarship be awarded to Miss P. Blair, a graduate of the University of Manitoba, who is now enrolled for a second year in the School of Graduate Studies.

We should be grateful for your advice regarding any additional arrangements or formalities which may be required in establishing the scholarship.

Yours sincerely,

(Sgd.) Norma Ford.

Upon the recommendation of the President the offer by the League of a scholarship of the value of Three Hundred Dollars (\$300) for one year in the School of Graduate Studies was now accepted, for an investigation to be made regarding a particular family group who at the present time are all on relief, such an investigation to include a study of the many ramifications entailed and to find an explanation as to the cause of the existing conditions. The award to be made by a Committee including representatives from the Departments of Biology, Psychology and Psychiatry.

The matter was referred to the Senate for settlement of any academic details, with the suggestion contained in the above letter that the scholarship be awarded to Miss P. Blair.

Prof. Baker
re: honoring
former
Presidents.

(3) With regard to the following letter of Professor Baker, presented at the last meeting:-

COPY OF LETTER

COMMUNICATED BY PROFESSOR BAKER TO THE GLOBE
AND MAIL AND PUBLISHED BY IT AT
THE END OF OCTOBER 1937

HONORING UNIVERSITY PRESIDENTS

To the Editor of *The Globe and Mail*:

The efforts of Mr. T. A. Russell to establish a deserved memorial of a retired University President recall an incident of many years ago when I was an undergraduate. The incident occurred at a Friday night public meeting of University College Literary and Scientific Society, held in Croft lecture room. Dr. McCaul was in the chair. He spoke in part as follows: "I understand this is the fiftieth public meeting of University College Literary and Scientific Society. I hope it may live to celebrate its five hundred and fiftieth. But assuredly if it does, another audience will listen and other speakers will address it. Yet when that day comes I trust the public will not have forgotten those who have borne the labor and heat of the day."

The Doctor referred to the struggles to retain the endowment and to make the University of Toronto a real university when many similar institutions on this continent were merely advanced secondary colleges.

Dr. McCaul's Horace was in its day a famous edition of the Latin poet. His "Britanno-Roman" inscriptions is a work of profound and laborious research. His eloquent periods are not faded memories with the few living who can recall them. Why not let the head professorship of Greek and Latin in University College appear in all publications as the Dr. John McCaul Professorship of Classics?

Sir Daniel Wilson, whose graceful eloquence remains with many of us yet, was the author of "Edinburgh of the Olden Time," a large two-volume work illustrated with countless architectural drawings from Sir Daniel's own pencil. His contributions to the Encyclopedia Britannica were many; his speeches on public occasions numerous. Why not let the head professorship in University College in English appear always as the Sir Daniel Wilson Professorship of English?

Dr. James Loudon was singularly fertile in suggestions respecting university administration. He was always willing to let some one else get credit for his suggestions, provided they were adopted. I never knew a man so free from egotism. To him we owe the Department of Physics, which has, as Sir J. C. McLennan once told me, one of the best equipped physics laboratories in the world. Why not, then, the headship of the Department of Physics in the University appear in all publications as the Dr. James Loudon Professorship of Physics?

With Loudon closes the period during which the Presidents of the University were selected from the staff.

My suggestion can be carried out without spending any money—merely by a resolution of the Board of Governors; and Dr. McCaul's hope of the long ago can be accomplished.

ALFRED BAKER.

a letter from the Registrar with a resolution of the Senate as follows:-

"That the Senate approve of the suggestion of Professor Baker respecting the naming of certain professorships in University College, and in the University, after former Presidents; and that a deputation consisting of Mr. Boyne, Col. Ponton, the mover, and the seconder wait on the Board of Governors to urge its adoption by that body."

The deputation, consisting of Professor Baker and Professor Burton, was introduced, Col. Ponton and Mr. Boyne being unable to attend. Professor Baker elaborated the statements contained in his letter regarding the former Presidents named, viz.: Dr. McCaul (Classics), Sir Daniel Wilson (English), Dr. James Loudon (Physics), and his suggestions as to the manner of honoring them - in which he was supported by Professor Burton.

The Board thanked these gentlemen for their explanations, whereupon the deputation withdrew. Further consideration of the matter was deferred.

Re distribution
from Estate
of Col. R. W.
Leonard.

(4) A further letter from the Toronto General Trusts Corporation requesting that they be furnished with a certified copy of a resolution authorising them to hand over to the University the securities comprising its share in connection with the further distribution from the B.2 portion of the Estate of Col. R. W. Leonard, together with those still held by the Corporation from the previous distribution.

Northern
Ontario Power
Co. stock.

At the same time the Corporation strongly recommended that the Northern Ontario Power Company common stock, one of the share holdings included in the former distribution, be retained by them in the expectation that, for reasons stated, a much better price can ultimately be had if the Leonard Estate share holding be kept intact.

Upon motion of W. S. A. Russell,
Seconded by F. Gordon Osler, Esq.,
Resolved -

That the Toronto General Trusts Corporation be authorised to hand over and deliver to Mr. C. E. Higginbottom on behalf of the Governors of the University of Toronto the various securities comprising the distributive share of the University of Toronto in the "B.2" portion of the late Colonel R. W. Leonard's Estate, with the exception of the Northern Ontario Power Company common stock; and that D. Bruce Macdonald, Chairman, or S. A. Russell, Vice-Chairman, with C. E. Higginbottom, Acting Treasurer, be and they are hereby authorised to sign all necessary documents in connection therewith and to attach the seal of the Board thereto.

appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names, there being granted (additional

additional appropriations in connection with these appointments:

changes in
Estimates

(1) \$50. for the course for Diploma in Physical Education for women, to cover the honorarium to Dr. Holand.

(2) \$400. for Instruction in Psychology to Optometry students.

- For the Session 1937-38 -

Athletic - Women:

D. H. Holand - Special Lecturer, Physiology of Exercise, Women's Diploma \$150.
(supplemental previous appointment at \$100)

Physical Education -

1. Special: - for the Easter Term 1938 -

F. A. O. Banks	} Assistant	- 350
Miss E. Cohen		- 350
C. J. [unclear]	} Class Assistant.	- 125
L. H. [unclear]		- 100
L. W. [unclear]		- 80
C. J. Sanderson		- 80
E. C. C. Lait		- 80

Biology - Assistants for the Easter Term, 1938:

D. A. MacLulich	\$150.	Miss L. E. M. Roddy	90
Miss G. Inoué	80	Dr. K. M. Bartley	75
L. H. [unclear]	75	P. Olson	75
Miss M. M. Macdonald	50	J. M. Speirs	50
J. [unclear]	40	W. M. Sproule	40
V. G. Solomon		\$30.	

History:

Miss M. MacLaren - Reader - 250

Political Geography:

J. Macdonald	} Junior Assistants for Easter Term 1938 (vice Miss J. Wilson, resigned)	- 156 ²⁵
W. J. McPherson		- 156 ²⁵

Psychology - for Optometry students:

R. L. [unclear]	- Special Lecturer	- 200
Miss D. F. [unclear]	- Class Assistant	- 200

Faculty of Medicine -

Physiology:

M. G. Hicks - Demonstrator (part-time), 1 January to 30 April - (changeable to Medical Research Dept. Fund)

200

Faculty of Medicine (Cont'd) -

Hygiene and Preventive Medicine:

Lacalle Laberge	} Fellows,	\$	500
R. J. Wilson		-	500

Faculty of Applied Science:

Mechanical Engineering - Demonstrators:

J. B. Leloir	Machine Design	} January to 30 April.	@ \$65. a month
W. S. B. Parker	Hydraulics		@ 145. "

School of Nursing -

A. D. A. Mason	Lecturer, Oral Hygiene	- - -	40.
(vice G. B. Shillington, resigned)			

Special Research -

Applied Science -

R. D. Hiscock	Research Assistant, Civil Engineering,	23 December to 3 January	@ 15-
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Medical Research - Banting - 1 January to 30 June:-

R. MacDougall	Chemical Assistant in Dr Fischer's Laboratory		@ 60. a month
R. Sims	Assistant in Animal Quarries		@ 50. "

University Extension - Instructors:-

Evening Tutorial Classes:-

- (1) Appointments made under date of 25th November, 1937 (vide fol. 15-6) were cancelled as follows:-

Stuart Thompson	-	100.
J. M. C. Taylor	-	100.

and the following substituted therefor:-

Stuart Thompson	} Natural History	-	160.
J. M. C. Taylor		-	20.
Mrs A. R. Whittemore	Blue Printing and Modelling	-	20.

- (2) The following additional appointments are made:-

Bruce Murray	Guide and Instructor in Natural History	-	100.
W. A. McKague	Purchasing Procedure	-	10.
L. B. Brown	Transportation and Purchasing	-	10.
G. D. McKinnon	Specialising in Purchasing	-	10.
A. R. Zimmer	Electricity and Purchasing	-	10.
R. N. McCormick	Sales Tax and Purchasing	-	10.
G. J. Garnett	Purchasing	-	50.
J. A. Newcombe	Metallurgy	-	50.
Toronto Conservatory of Music	use of rooms and pianos	-	200.

University Extension (Cont^d).

Course in Physiotherapy - Instructors:-

Miss Christine Graham - Muscle Re-education - 25-

Hospital for Sick Children - use of pool
for instruction - 30-

Teacher's Classes: Instructors:-

(1) Appointments made under date of 25th
November, 1937 (vide fol^s 17-18) were
amended as follows:-

V. W. Schaden } appointments cancelled
V. F. Lee } for second term.

A. F. W. Plimpton - remuneration for the
second term increased to - - - 150.

(2) The following additional appointments
are made:-

D. F. F. F. F. - Geography - 100.

W. W. W. W. W. - Laboratory Assistant,
Mineralogy - 40.

Increases in
Salaries,
Physics Dept

The salaries of the following on the staff in the
Department of Physics were increased by \$100. each
on account of additional work to be required of
them during the Easter Term, 1938:-

Miss F. M. Quinnlan - Lecturer & Demonstrator

Miss R. M. Crossley - Demonstrator

A. R. Clark - Assistant Demonstrator

Leave of absence
to D. G.

Miss Gregor

The leave of absence granted to Professor D. G.
Miss Gregor of the Department of Political Economy
was extended, with pay, till the end of January, 1938,
and thereafter leave, if necessary, is to be without
pay.

Resignation of
Miss Malone
in Bureau's
office -
bonus to her

The resignation of Miss Helen Malone, a clerk in the
Secretarial Branch of the Bureau's Office, was
accepted as of the 31st instant, and a vote of her
salary for the two months, February and March,
was granted as a bonus to Miss Malone in
recognition of her services.

Amendments
to Estimates.

Additional appropriations and transfers were granted as follows:-

Additional -

Department of Chemistry:-

For "Chemicals, glassware, apparatus, etc." \$10.50.

University Extension:-

For "Extra Clinical assistance" - 4.00

Special Research - Applied Science: from Voluntary Request.

For printing Bulletins of the School of
Engineering Research - 7.00.

For printing expenses incurred by the
Committee of Management - 50. - 7.50.

Transfers -

Political Economy:

"Salaries" - from Assistant Professor
"Dunsmuir" to "Special Lecturers" fund - 3.00

From unexpended balances in "Salaries" -

Department of Medicine.

To "Supplies and chemicals" - 3.00.

Department of Surgery -

To "Supplies and apparatus" - 3.30

X-Raying
of women
students in
Dept. of
Anatomy.

There was read a letter from Dr. Edith Gordon stating that she had made arrangements for the X-Raying in the Department of Anatomy, under Dr. Grant, of the women students who give a positive tuberculin test. The Board gave authority for the amount collected, viz. \$2.00 per student, being made available for replacements, etc., in the Department of Anatomy.

S. G. C.
Loan
Fund.

Approval was also given to a request from the Students' Administrative Council (in letter of 3rd instant to the President) that from the surplus moneys at the Council's disposal there be rendered available a further sum of One Thousand Dollars (\$1,000) for the purpose of increasing by that amount the loan fund already authorized; and the Board approved of the use of the fund as so augmented, together with the amount available from repayments of loans already made, for the continuance of loans to students under similar arrangement as in the past.

Professor
V. F. Henderson
in Pharmacology

The President - having discussed with the Board the urgent necessity for making arrangements to secure a man who would ultimately succeed Professor V. F. Henderson as Head of the Department of Pharmacology, was authorised to negotiate for a suitable person for the position.

Minute of
Senate.

Minute of Senate Number 377 - Respecting the Labour Research Institute Prize in Industrial Law, as transmitted by the Registrar for approval, was read and approved.

Telephone
for Therapeutics.

The application of Professor Rarguehanson, Head of the Department of Therapeutics, as transmitted by the Superintendent, for the installation of a telephone in his office in the Bunting Institute was granted at a cost of \$7.00 per month.

Other communications were presented and dealt with as follows:-

Canada
Permanent
Mortgage Corpⁿ
Debtors

From the Canada Permanent Mortgage Corporation offering to renew for five years at $3\frac{1}{2}$ % per annum Debentures for \$300, \$200 and \$100 respectively, maturing 1 February, 1938, which offer was approved and accepted.

Benefactions:
J. W. L. Forster,
re Fine Art

From J. W. L. Forster with a cheque for Five Hundred Dollars (\$500), being a further contribution towards the Department of Fine Art. Accepted with thanks, the amount to be disbursed upon requisition by Professor Alford.

Mr. Maude W.
Kilbourn -
Henson
re Robert Wm L.
Schp.

From Mrs Maude Wickett Kilbourn offering to establish a scholarship of the value of \$250. a year for a period of five years, to be known as "The Maude W. Wickett Memorial Scholarship" in memory of her brother; to be awarded to the student who, making application to compete for the scholarship and declaring that he intends to register in the first year of the Faculty of Applied Science and Engineering, has secured the highest standing in the Honour Matriculation examination of that year; the award to be determined by the Senate of the University. Cheque

for \$500. on account received.

This was gratefully accepted and referred to the Senate for consideration of the academic details.

From Dr. J. A. Russell the following Memorandum re The Sir Robert Falconer Lectureship:

Toronto, January 13, 1938.

To

The Board of Governors,
University of Toronto.

Friends of Sir Robert Falconer, President of the University of Toronto from 1907 to 1932, raised a sum of money to establish a lectureship in the University called: "The Sir Robert Falconer Lectureship".

To commemorate his interest in the promotion of an intelligent understanding of world affairs by young Canadians, the lectures shall deal with some aspect of contemporary internationalism.

The lectures shall be delivered by some person who by reason of his eminence in world affairs is qualified to awaken and confirm in students an interest in these matters.

The effort shall be made to secure as lecturers persons whose experience will enable them to speak with authority and yet in a non-partisan spirit.

The lectures shall be given once in two years, but so far as possible not in the year in which those on the Maybush Foundation are delivered.

Each lecturer shall deliver not less than three lectures; the method of conducting the course to be decided by each incumbent, except that each course shall be opened by one public lecture; after that the lecturer might, at his option, lead discussion groups.

The question as to the publication of the lectures shall be decided on each occasion by the Board of Governors.

Those having the matter in charge desire that the University receive and hold the funds.

Sir Robert
Falconer
Lectureship
Funds.

Rate of
interest on
fund.

which are collected and make available the interest thereon each year for the purposes of the foregoing lectureship, at a rate to be determined by the Board from time to time; the rate to be paid at present and until the Board otherwise determines to be four (4%) per cent. If for any reason the lectures are not provided every second year, or if the cost of the same results in a balance in any year, this shall be added to the corpus of the fund until the same has reached \$20,000.00. After that time, any surplus at the end of any three-year period shall be used for the purpose of granting a post-graduate fellowship for one year to a student or students from a university in the Maritime Provinces who may wish to continue his or her studies in the University of Toronto.

Those who have contributed desire the University to hold and administer this Fund on the basis above suggested or with such modification as may be mutually agreeable to the Board and to Sir Robert Falconer. The amount already subscribed is \$15,865.00, all of which has been paid in to the University. There are one or two others who have indicated their intention to help but who have not yet forwarded their subscriptions. There are also one or two others from whom a final reply has not been received; so that in all probability this amount will be increased.

Yours very truly,

On behalf of the Subscribers.

(Sgd.) J. A. Russell.

The Board gratefully accepted this fund to be used for the purposes named; and expressed to J. A. Russell their thanks and appreciation for his effort in this connection, and for the splendid results obtained.

Rate of
interest on
fund.

It was ordered that the interest to be allowed on the funds in the hands of the Bursar be at the rate of 4% per annum until further notice. The matter to be reported to the Senate for its information; and the President was asked to report as to any further suggestions.

Syndics
Hart House
Theatre.

From the Chairman of the Board of Syndics of
Hart House with a list of proposed Syndics for 1937-38,
whose appointments were confirmed as follows:-

Chairman - Major E. W. Kaldenberg

Members - Hon. Vincent Massey

M^{rs} Vincent Massey

M^r Justice Frank McFarland

M^r B. K. Sandwell

Prof. G. Norwood

Current
Expenditure

The Acting Bursar submitted his statement certified by
the Auditor, of the expenditure made by him from the
Accountable Warrant authorized on 9th December, and
the same was laid on the table.

D^o

Also his Estimate under By-Laws Numbers 6, 50 and
64, of the amount required to defray current
Expenditure for the balance of the month of January
and the first part of the month of February. Ordered
that an Accountable Warrant for Two Hundred and
Seventy-five Thousand Dollars (\$275,000) be issued to
the Acting Bursar.

Hall-Leibel
respirator.

The Chairman reported verbally as to the work which
has been done regarding the Hall-Leibel respirator in
connection with infantile paralysis, and the following
Committee was appointed to deal with matters pertaining
thereto:-

The Chairman (Convenor)

The President

M^r Neilly

D^r Anderson

Sir Joseph Flavelle

D^r Chas.
H. Riches &
Sons Ltd.

Also authority was given for payment of accounts
of Charles H. Riches & Sons in connection therewith -

Re - Canadian and United States Patent

Applications for "Bellows Oscillating
Means" - - - - -

\$ 213.

and - Preparation of Agreements with:

American Hospital Supply Corporation \$ 75

Ingram & Bell Limited

75 / 50.
\$ 363.

Patents re
Insulin.

The Chairman also reported that existing patents in connection with Insulin would shortly expire, and the Secretary was instructed to write to the Secretary of the Insulin Committee that the Board are of the opinion that in the interests of and for the protection of the public every effort should be made by the Committee to retain if possible the prevailing arrangements regarding the manufacture and sale of Insulin.

Funds for
investment.

The Acting Bursar reported funds on hand for investment to the amount of approximately Two Thousand and Fifty Thousand Dollars (\$2,50,000).

It was moved by Dr Russell.

Seconded by Dr Rundle,

And Resolved -

That the Acting Bursar obtain offerings of Dominion, or Dominion Guaranteed, or Ontario bonds, of about a ten-year maturity, and that the Chairman of the Finance Committee be given power to act in the purchase thereof.

Indorsed

The meeting adjourned at 6 p.m.

Minutes confirmed.

James Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 2nd January, 1945. at 4 p. m.

- Present -

The Chairman (Dr Macdonald)

The Vice-Chairman

The President

Mr McCulloch (R.O.)

Mr Ross

Mr Gibson

Sir Joseph Flavelle

The Chancellor

Mr McCulloch C.G.

Mr Rogers

Dr Anderson

Mr Heilly

Mr Osler

Dr Rundle

The Acting Bursar
was present as Secretary.

The minutes of the last meeting were read and confirmed.

Invest-
ments.

Arising out of the minutes the Acting Bursar reported that following the power to act granted to the Chairman of the Finance Committee the following securities had been purchased: -

\$200,000 - Dominion of Canada 3 1/4% Bonds, due 1 June, 1946-49, at an average price of 101.71 and accrued interest, yielding about 3.02.

50,000. - Dominion of Canada 3 1/2% Bonds, due 15 October, 1944-49, at a price of 102.875 and accrued interest, yielding approximately 3.05.

Re "Honoring
University
Presidents"

Also arising out of the minutes, in connection with the resolution of the Senate regarding Professor Baker's suggestion as to "Honoring University Presidents" no action was taken pending a report from the President.

Re "Sir
Robert
Falconer
Lectureship"

Also arising out of the minutes the President suggested certain changes in the terms of the Sir Robert Falconer Lectureship; and he was asked to confer with Dr Russell in the matter and to report at the next meeting.

It was moved

It was moved by Dr. Russell,
seconded by Mr. Baker,
and Resolved -

That the value of the Lectureship
be the income from the fund.

Appoint-
ments.

The following appointments were made upon the
recommendation of the President and the salaries
were fixed at the amounts set opposite the
respective names: -

H. E. Woodward - Senior Fellow in
Pathological Chemistry, for the
balance of the term on 1937-38
(vice F. H. Lawford, resigned
31st January) - - - - - @ \$600.

W. A. Higgins - Demonstrator in Machine
Design, Department of Mechanical
Engineering, 19th January to
19th April, 1938 - - - - - @ 145. a month.

G. Gung - Research Assistant,
Mechanical Engineering, for
February, 1938 - - - - - @ 70.

Estimates
1937-38 -
transfer.

A transfer of \$2,200. from unused balances in
the vote for "Salaries" to that for "General Supplies
for class-room use", in the budget of the Ontario
College of Education for the current fiscal year
was authorised.

Bursaries
University
College.

Further awards of Bursaries in University College,
as recommended by the Committee of Award, were
approved as follows to a net total of \$375, to be paid
from the vote in the current Estimates: -

Name	Year	Amount
Custance, Arthur C.	III	\$100.
Fox, John B.	I	50.
Howe, Miss Margaret K.	IV	125.
Lucas, Miss Greta M.	II	125.
Lumen, Ernest F.	IV	100
		\$500.

Less award previously made to
Miss E. J. Wallace and subsequently
relinquished by her - - - - -

Net - - - - - 125.
\$375.

Benefactions

The following donations were reported by the President:-

(1)
Jule & Jay J.
Allen
Award

From Messrs. Jule and Jay J. Allen the offer of an annual award of the value of \$250. for the next five years, commencing with 1938, to be made to that student who, having completed the second year of the course in Political Science and Economics, or Finance, with first-class honors, is the most deserving of financial assistance.

This was accepted with thanks and referred to the Council of the Faculty of Arts for settlement of the terms of award and other academic details.

(2)
Godfrey S.
Pettit -
Horticultural
Gardens Site.

From Mr Godfrey S. Pettit, a tentative offer of a site for a Horticultural Garden in the Humber Valley, comprising some 35 acres. Referred to the Property Committee for consideration and report.

Other communications were presented and dealt with as follows:-

Ontario
College of
Pharmacy
agreement

From the Ontario College of Pharmacy, asking for an extension for a further period of two years, covering the sessions 1938-39 and 1939-40, of the existing agreement between the University and the college whereby instruction is given to students of that college for a consideration of Fifteen Thousand Dollars (\$15,000) per annum.

The renewal of the agreement for two years was authorized with the proviso that the requirements for the degree of Pharm. B. should be separated from those of the licentiate; and on the understanding that negotiations would be started at an early date to arrange the course to replace the extended agreement when it expires.

Miss Patterson
applies
for leave of
absence

From Miss A. W. Patterson, the President's Secretary, applying for leave of absence with full pay for the year 1939-40 and to retire on pension in 1940, at which time she will have fulfilled the requirements for retirement.

Upon motion of

Upon motion of Dr Rundle,
seconded by Mr Neilly.
Resolved.

Re President's
Office:-

That in view of the varied and
laborious duties attached to the President's Office
at the present time, a Committee be appointed to
consider the possible re-organisation of the office;
and that Miss Patterson's application be referred
to this Committee.

Special
Committee.

The following Committee was thereupon
appointed:-

Dr Rundle (Convenor)
The Chairman
The President
Dr Russell
Mr Gibson
Mr Neilly.

B. G. Wood.
re pension
scheme

From Byron G. Wood, Secretary - Treasurer
of the Alumni Federation, applying for inclusion
in the University Pension Fund. The Board
decided that they could not accede to this request.

Share from
Leonard
Estate

From the Toronto General Trusts Corpora-
tion with cheque for \$10,500., representing the
University's 1/5th share in the recent cash dis-
tribution from the Ruben Wells Leonard Estate.

Johannesburg
Chamber of

Mining and
Engineering
Department

From Professor Haultain with cheque for
\$351.75 for supplies for research work done in the
Department of Mining Engineering at the request
and expense of the Johannesburg Chamber of Mines,
South Africa, and stating that these supplies,
viz. films, bulbs and reflector clamp, are to remain
the property of the University. These were accepted
with thanks.

S. G. C.
report

There was received and laid on the table the
Auditor's report upon the accounts of the Students
Administrative Council for the six months (ending)

ending 31st December, 1937.

J. G. H.
Trustees.

The Hon. and Rev. H. J. Cody, L.L.D., and Leighton Mc Carthy, Esq., B.C., were re-appointed as Trustees of the Toronto General Hospital for the statutory period of three years from 31st January instant.

"Falconer"
and
"Maupflett"
Lectures.

The President was authorised to communicate with General Smuts and with Lord Macmillan with a view to ascertaining the possibility of their accepting an invitation to deliver the "Sir Robert Falconer" and the "Pearson Kirkman Maupflett" Lectures respectively.

Prof. Klotz's
scientific
library.

The President asked the opinion of the Board as to the possibility of assisting Mrs Klotz by purchasing from her the scientific Library of her late husband, Professor Oskar Klotz, former head of the Department of Pathology and Bacteriology. The Board were sympathetic towards the idea, but in order to avoid any conflict with the will, under which the University is residuary legatee, the matter was deferred for information and report from the President at the next meeting.

Re Laying
University
properties.
and
Amendment
to University
Act.

The Chairman presented the following memorandum in reference to the City's desire to tax certain University properties:-

1. On January, 8th I attended a conference with the City Solicitor and the Mayor and discussed the matter. The University Solicitor was also present.
2. The City wishes to tax University properties leased for other than University purposes.
3. There are two classes of these properties -
 - (a) A Yonge Street property, a Scott Street property, and an Adelaide Street property.

The University already has acquiesced in these properties being taxed on the assessment value of the land rather than on the lessee's interest therein.

(4) *Proportion in the University or Queen's Park, area with ground leases for domicile purposes. There are four of these -*

- I The McPherson House on Bloor Street, now leased to Victoria College, and since rented by them to various Doctors as office tenants.
- II Phi Delta Theta on Bloor Street.
- III The Royal Canadian Institute on College Street. (No mention of these properties has been made by the City).
- IV Sir Joseph Flavelle's property, which is the one the City wishes to tax.

The City owns this land at \$76,300. and the buildings at \$100,000. Under the University Act they can levy a land tax only on the lessee's interest in the land, which they value at present as \$313.00 only, inasmuch as the term of the lease is almost exhausted and they cannot take for granted that both parties will be prepared to renew it.

They wish an amendment, therefore, that will enable them to tax the value of the land and not merely the lessee's interest in it.

The University now receives \$3,350. a year as ground rental for this property.

I pointed out -

- (1) That the Governors as a Board were not concerned with the personal affairs of its members, but only with the University interest that might be involved.
- (2) That the Board's joining in any amendment to the Act, which would so materially increase the cost of occupancy to the lessee, would inevitably place us in the position of having to accept a lower rental, and thus pay taxes.

4. I promised to refer the matter to the Board, after stating that I had no authority to express an opinion on their behalf. The Mayor agreed to my

suggestion that when the Board of Control discussed the matter representatives of the University would be given an opportunity to appear before them.

The University Solicitor has been furnished with a copy of the City's proposed amendment, and under date of January 24th instant has written his opinion. He advises -

(1) That any amendment be to the University Act, and not to the general Assessment Act,

(2) That property in the University, or Queen's Park, area, be not included.

It remains for the Board to reach a decision on -

(1) The principle involved, that is the taxing of land value rather than lessee's interest.

(2) The desirability of excluding from any amendment property in the University, or Queen's Park, area.

After which I suggest that the matter be remitted to the Property Committee.

(Sgd.) D. Bruce Macdonald.

Chairman.

27th January, 1938.

Considerable discussion followed and it was finally -

Moved by Mr. McCallagh,

Seconded by Mr. Neilly,

And unanimously agreed -

That the Board is of the opinion that no amendments should be made to the University Act.

In connection with the desire of the City to amend the University Act so as to tax certain properties

It was moved by Dr. Rundle,

Seconded by Dr. Russell,

And Resolved, -

That the following Committee be appointed to wait upon the Minister of Education to inform him of the position taken by the Board;

(and the Chairman)

and the Chairman was requested to arrange for
a conference -

The Chairman

The Chancellor

The President

The Chairman of the Property Committee

and the building.

See also
p. 9.

The meeting adjourned at 5.50 p.m.

Minutes confirmed.

Robert Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 10th February, 1938, at 4 p.m.

- Present -

The Chairman (Dr Macdonald)	The Vice-Chairman
The Chancellor	The President
The Hon. Dr H. G. Bruce	Mr Young
Mr Ross	Mr Heilly
Mr Baker	Dr Anderson
Dr Brindle	Chief Justice Rose

The Acting Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Sir Robert
Falconer
Lectureship.

Arising out of the minutes, the Board approved of a modification of the terms under which the "Sir Robert Falconer Lectureship" is to be established, as recommended by the President, by the addition of the following:-

1. It is desirable that the lectures be given once in two years.
2. The amount available for the lectureship shall be the interest earned on the fund.
3. The lecturer shall be appointed by the Board on the recommendation of the President after he has consulted with Sir Robert Falconer during his lifetime.

Purchase of
scientific
library of late
Professor
Klotz.

(vide fol 74)

Also arising out of the minutes the President reported that he had examined the will of the late Professor Klotz and that there was no doubt Mr Klotz had power to sell the scientific library. He further reported that he had interviewed Mrs Klotz, and that she had informed him that it is her intention to add to the corpus of the estate any monies received by her as a result of the sale of the scientific library. After consideration of the matter and upon the recommendation of the President the Board authorised the purchase of the scientific library for the sum of Fifteen Hundred Pounds (£1,500).

to be charged to "contingencies", \$500 of which is to be paid from the funds of the current year, and \$1,000 from funds of 1937-38.

Re. Honorary
University
Presidents.

A letter arising out of the minutes of the President brought up the question referred to him by the Board in connection with the resolution adopted by the Senate regarding the naming of certain professorships in the University. Following the example of the University of Toronto, after former Presidents, he noted the fact that the Board were doubtful whether it was proper precedent for naming chairs after an individual when the chair was not endowed. They decided to submit the subject to the Executive Committee of the Board for consideration and report to that body, and subsequently to the Board.

Appoint-
ments.

The following appointments were made upon the recommendation of the President, and the salaries were fixed at the amounts set opposite the respective names:-

S. C. Thompson - special full-time Assistant to Professor Bearnish, in Department of Chemistry, for one month from 31st January, 1938 @ \$150.

J. D. Calhoun } Demonstrator in
Dr. Marion Ross } Bacteriology for 1937-38,
without salary

Frank Minnis - Assistant, part time, in the Library, Faculty of Dentistry, from 14th February, to 30th June, 1938 @ 140.
(to be paid from the money voted for Dr. G. L. Kennedy).

Vote for Honor
Course, Music,
Faculty of Arts

Approval was given to the President's recommendation that the vote of \$1,000 for instruction in musical subjects in the Honour Course in the Faculty of Arts for the current year be allocated as follows:-

Lessons to Conservatory of Music.

(#20 per student)	160
Dr. Harold Wilson	420
Leo Smith	420

Leave of
absence to
retirement of
Miss Young

Upon the recommendation of the President leave of absence was granted to Miss L. H. Young, Reference Librarian, who on 30th June next will be eligible for pension, for one year with full salary from 1 July, 1938, her retirement to take effect as and from 1 July, 1939.

Leave of absence
to Miss J. M.
Forster.

Leave of absence was also granted to Miss Jean M. Forster, Assistant Physical Directress, from January to the end of May, 1939, with salary, she to supply a suitable substitute.

St. Margaret's
Coll. Alumnae
Prize in
Public
Speaking.

Approval was given to a recommendation of the Council of University College, through the President, that the terms of award of the St. Margaret's College Alumnae Prize for Public Speaking be changed to read that the Prize will be awarded to a student of the graduating year in Arts who proposes to enter the Department of Social Science.

Communications were presented and dealt with as follows:-

Department
of National
Defence

From Lieut.-Col. L. R. La Flèche, Deputy Minister of National Defence, Ottawa, expressing appreciation of courtesies extended to Mr H. W. B. Swabey, a representative of their Central Investigation Committee, by General Mitchell and Professor Sagan when enquiring regarding facilities for physical testing, micro-photography and allied work which might be utilized in time of emergency in connection with the supply of munitions. The Secretary was directed to assure Col. La Flèche that if in future such an emergency should occur the Board would gladly assist in any way possible.

Toronto
Skating Club
re use of Hunt
House.

From the Acting Warden of Hunt House, under date the 9th instant, in connection with the request of the Toronto Skating Club to be allowed to hold their Carnival Ball in Hunt House on Friday March 11th. The President explained that the request was made after the club had failed to obtain accommodation elsewhere, but the Board thought it inadvisable to create a precedent by granting the

me to grant them to an outside organization, and therefore, with much reluctance, felt that the request of the Toronto Dialectic Club - would not be granted.

From Mrs. Mary Seabellia Freeland as

Toronto, Ontario,

January 25, 1938.

Res. Mr. H. J. Cody.

President of Board of Governors,
University of Toronto.

Dear Sir:

Some years ago I set up a scholarship at the University of Toronto in memory of my father, Mr. James H. Richardson, who was for some years Professor of Anatomy.

Recently severe financial reverses have placed me in a position where I have no capital left and no source of income, except the charity of my friends and distant relatives. I hope to obtain the Old Age Pension, which, as you know, amounts to \$20.00 per month, and I expect to take a room in the Aged Women's Home on Belmont Street, which will cost me \$50.00 per month.

It would be very acceptable if the Board would assist me during the remainder of my life-time by making a grant from the income of the Scholarship Fund of \$250.00 per annum. I am 77 years of age.

If this meets with the approval of the Board would you please make the cheques payable to Mary J. Freeland, and forward them to my attorney, Mrs. Catherine Bennett, 219 Glenview Avenue, Toronto, who will disburse the money for my board, etc.

Thanking you in anticipation,

Yours sincerely

(Sgd.) Mary Seabellia Freeland,

per
Catherine Leigh Bennett,
Atty.

After due consideration the Board approved of the recommendation of the President, which he stated

Grant to
Mrs Mary J.
Freeland
from J. H.
Richardson
Scholarship
Fund.

had been concurred in by Professor Grant, head of the Department of Anatomy, that during the remainder of her life-time there be granted to Mrs. [unclear] the sum of Two Hundred and Fifty Dollars (\$250) per annum from the income of the J. H. Richardson Fellowship Fund, payable monthly beginning with July, 1935.

Compassionate allowance to John Woods, a former employee of Press.

The President presented the case of one John Woods who had been in the employ of the University Press from 1915 to 1935, when he had resigned on account of ill health. He now finds himself in very straitened circumstances, and has appealed to the Press for assistance on the ground that members of the Pressmen's Union do not receive any retiring allowance.

After careful consideration the Board approved of the recommendation of the Printing Committee, concurred in by the President, that a compassionate allowance of (\$250) Two Hundred and Fifty Dollars be granted to Woods, without any admission of claim, to be paid from the Surplus Account of the Press.

Dr. B. Wilkinson for post in Medieval History.

The President brought up the matter, which he had discussed with the Board some time ago, of obtaining a suitable person for the position of Professor of Medieval History, and he was authorized to negotiate with Dr. B. Wilkinson of Manchester University for the post.

Other communications were presented as follows:-

Establishment of Undergrad Bursary Fund in School of Nursing.

From Miss E. K. Russell, Director of the School of Nursing, that a gift toward a bursary fund had been offered to the School by Miss Eric Watt. The Board approved of the establishment of such a bursary fund on the following terms (Recommended by

recommended by the School Council:-

- (1) That this fund be called the "School of Nursing Undergraduate Bursary Fund".
- (2) That this fund be administered by the Council of the School through a committee appointed for this purpose, and that the Registrar of the University be a member, ex-officio, of this committee.

Benefactions -
Miss G. Watt
towards above

Miss G. Watt also presented a letter from Miss G. Watt with a cheque for \$300. towards the above fund. This was accepted with thanks.

Canada Per-
manent Trust
Co debentures
renewed

From the Canada Permanent Trust Co. offering to renew for five years at $3\frac{1}{2}\%$ debentures for \$300, \$500, \$100, and \$1,600 respectively, maturing 1st March, 1938 (the Vander Swiszen Scholarship) which offer was approved and accepted.

Report Number 204 of the Property Committee
was as follows:-

The Property Committee beg to report to the Board of Governors:-

Mr. G. S.
Petit's offer
of site for
Horticultural
Gardens
declined.

1- Your Committee has had under consideration the matter referred to it by the Board in connection with the offer of Mr. Godfrey S. Petit to the President, in a letter dated January 21st, to present to the University a site in the Kumber Valley for Horticultural Gardens. Your Committee recommends that an expression of appreciation be conveyed to Mr. Petit, but is reluctant to accept his offer in view of our commitment to a much larger scheme already proposed by Professor R. B. Thomson, Head of the Department of Botany.

Repurchase of
104 St George
St for Depart-
ment of
Psychology
(vide fol. 71-3)

2- In connection with additional accommoda-
tion requested by Dr. E. A. Bott, Head of the Depart-
ment of Psychology, the President brought up this
question and your Committee recommends that
the Superintendent be authorised to ascertain
whether the property No. 104 St. George Street would
be available for purchase and at what price; a
report on the same to be presented by the Chairman

Fire in-
surance;
Mr. Neilly
& Irish &
Maulson
reports.

(vide fol. 73)

of your Committee directly to the Board.

3. Pursuant to a resolution which was adopted by the Board on 26th November, 1936, in which Mr. Neilly was authorised to select and instruct an insurance expert to review the present situation with regard to the University fire insurance and to make a subsequent report thereon, your Committee has now received the following report from Mr. Neilly, to which Irish & Maulson's recommendations are attached:

"Seventh Floor,
15 King Street West,
January 26th, 1938.

To the Chairman,
Property Committee,
University of Toronto,
Toronto, Ontario.

Dear Sir:-

Re - Fire Insurance.

On November 24th, 1936, your Committee discussed at some length the question of fire insurance on University property, directing its attention to two questions, namely -

1. Is the fire risk on our buildings and contents adequately covered by the present fire insurance schedules?
2. Are we getting adequate and satisfactory service from the insurance agents who now handle our cover?

It was finally decided that your Committee should recommend to the Board of Governors that an insurance broker be engaged to make a complete report as to whether the present fire insurance coverage is adequate and also as to whether the present rate is the best that can be obtained.

On November 26th, 1936, this recommendation was considered and approved by the Board of Governors and the writer was requested and authorised to select and instruct such broker.

Irish & Maulson, Limited, Fire Insurance Brokers, 20 Victoria Street, this City, were selected and instructed to proceed.

on due course they expressed the verbal opinion that the cover was inadequate, and that for approximate total cover we might reasonably expect a very much lower rate. At that time they expressed the hope that a 30 cent rate might be obtained.

However, when the application was presented to the Underwriters, opposition was raised by people now interested with the placing of a large share of our business. Their contention was that the present rate of 55 cents was low enough.

This was the beginning of negotiations that lasted for a period of practically one year. To indicate the type and character of the opposition that confronted our application, the present rate of 32 1/2 c. was only made available when Irish & Hanlon agreed to give every company on the present risk its pro-rata share of the increase.

At this stage it might be pointed out that in this Committee's report to the Board at the meeting of November 26th, 1936, the following paragraph appears:-

'This (the employment of a fire insurance broker) does not involve the payment of any fee but it would I think presuppose that, permitting the present agents to retain their present policies, all additional insurance authorized would be placed through our consultant.'

The Board expressed itself as favorable to this arrangement. However, as stated above, any advantage thus held out was used to buy off opposition, and the whole arrangement is reviewed here in the hope and expectation that when the renewal of fire insurance policies comes up for consideration some two years hence, the Board's undertaking to Irish & Hanlon will not be overlooked or disregarded, and to this end it is recommended that all existing policies be endorsed with the new schedule so that renewal comes two rather than three years hence.

At present we are carrying fire insurance on all our property (buildings and contents) to a total of \$8,492,200.00, and on this cover we pay a premium of \$17,184.17 per annum.

If the recommendations of Irish & Macdonald are approved, the coverage will be increased to a total of \$19,410,475.00 with an annual premium of \$22,319.82. Speaking generally we will have increased our insurance by almost 130% and our annual premium by approximately 30%. Putting it still another way, we will, for an added expenditure of something less than \$100.00 per week, have purchased fire loss protection to the full extent of our insurable value.

At the present rate of 32 1/2 cents, or less than 11 cents per annum, I cannot help feeling that we as a Board are in duty bound to provide full protection, and the recommendations of Irish & Macdonald as per report attached are therefore recommended.

Yours very truly.

(Sgd.) B. Neilly."

BNI R. B.

After considerable discussion and consideration it was moved by the Chairman of the Board, Dr Macdonald, seconded by Mr Young, and resolved, that your Committee recommends this report for the approval of the Board.

An expression of appreciation was conveyed to Mr Neilly for the time he has devoted to this matter.

All of which is respectfully submitted.

(Sgd.) John J. Gibson
Chairman

9 February, 1938.

Approval was given to Resolutions Nos. 1 and 2 of the above report, but in connection with Resolution 3 relating to insurance the Governors decided to defer action until the next meeting, and in the interval information covering the subject is to be supplied to each member of the Board. The Chancellor, particularly requested that he be informed of the amount of premiums paid by the University for fire insurance during the last 25 years. x

*Report Number 25 of the Insulin Committee
was read as follows:-*

10th February, 1938.

Report No. 25

REPORT OF THE INSULIN COMMITTEE TO THE
BOARD OF GOVERNORS, UNIVERSITY OF TORONTO

Your Insulin Committee has to report:-

- I. That at its meeting yesterday the Committee gave consideration to a communication which read as follows:-

UNIVERSITY OF TORONTO

Toronto 5, Canada

Insulin Committee

28th January, 1938.

T. A. Russell, Esq., B.A., LL.D.,
Chairman,
Insulin Committee,
University of Toronto.

Dear Sir:-

In harmony with suggestions which you made last week, the members of the Committee Advisory to the Insulin Committee have met and given consideration to the subject matters of two communications, viz.

(a) A letter dated December 21, 1937, from C. Harold Riches, Esq., to Dr. D.B. Macdonald, Chairman, Board of Governors, University of Toronto, in which Mr. Riches quoted remarks of the President of the Patent Institute of Canada at an annual meeting of this Institute. (For your ready reference, a copy of this letter will be attached as Appendix "A" hereto.)

(b) A letter dated 17 January, 1938, from the Acting Bursar of the University to the Executive Secretary of the Insulin Committee. (A copy of this letter will be attached as Appendix "B" hereto.)

On behalf of your Advisory Committee, I am authorized to inform you as follows:-

1. We find that 'the section relating to chemical patents' referred to at the outset of the quotation in Mr. Riches' letter is Section 17 of the Canadian Patent Act. (See Appendix "C" attached hereto.) We realize that restrictions provided by this section appear disadvantageous from the standpoint of inventors and patent attorneys acting on behalf of inventors, but we feel that the existence of such a section, having the purpose of providing restrictions on patents relating to substances intended for food or medicine, is of real advantage from the standpoint of the public.

2. We gather that in making the remarks quoted in Mr. Riches' letter, the President of the Patent Institute of Canada must have been unaware

of the legislation and regulations which obtain by virtue of the Food and Drugs Act, Chapter 76 (R.S.C. 1927). (An "office consolidation" copy of this Act will be attached as Appendix "D" hereto.) In any event it is a fact that in respect of "serums and the like", regulations have been effective since February 6, 1928, prescribing standards of quality and potency; defining official methods for biological testing; providing for the licensing, inspection of premises, equipment, and technical qualifications of the staff of manufacturers preparing such products in Canada or for export to Canada; and otherwise regulating the production, issue and importation of these products.

3. Insulin is one of the products which falls most obviously into the category of preparations mentioned or described in the Canadian Food and Drugs Act, the initial drafts of the original regulations of the Department of Pensions and National Health for the licensing, manufacture and sale of biological products included specific requirements relating to Insulin; but these requirements were deleted from the eventual regulations made by Order in Council on 6th February, 1928. The reason for this deletion was that since 1922 the University of Toronto, as assignee of the original and of supplementary patents relating to Insulin, has been fulfilling functions as set out in item 2 hereinabove. In these circumstances it was decided by the Department of Pensions and National Health that it would involve an unnecessary and uneconomical duplication were the Department to undertake licensing and control in respect of Insulin produced in or imported into the Dominion prior to the time when such licensing and control by the University of Toronto might no longer be operative. A result of this decision has been that, in effect, the University of Toronto through its Insulin Committee has acted (and continues to act) for and on behalf of the Department of Pensions and National Health as licensor and regulator in respect of Insulin.

4. A misimpression was doubtless responsible for the statement "that improper methods of manufacturing" Insulin "produce a highly poisonous product"; but even were this statement literally true, and even were the University of Toronto to discontinue its present control of the manufacture and sale of Insulin, protection of the public is provided for by the Canadian Food and Drugs Act and existent regulations thereunder.

5. We do not believe it to be possible to substantiate, without any qualification, a sweeping generalization such as that "the medical profession is opposed to the patenting of discoveries in its field, holding that they should be free to all and without commercial profit to the discoverer".

6. We agree that patenting of medicinal preparations should be "surrounded by conditions ----- preventing exploitation of the public", but we cannot believe that a good case can be made for the view "that the patenting of every medicinal preparation liable to be dangerous to human beings should be compulsory".

7. We feel that, through licensing and control in respect of the manufacture and distribution of Insulin in Canada and the U.S.A., the University of Toronto has rendered very real public service from the standpoint of the diabetic and his physician, and can likely continue to do so until the original patents of Canada and the U.S.A. relating to Insulin become due to expire in the early 1940's. Furthermore it seems as likely as not that supplementary patents of Canada and the U.S.A., already granted or applied for, may enable the University to have its control of Insulin extended beyond the early 1940's, perhaps even until 1954 or later; and we favour such extension provided it be "in the interests of and for the protection of the public". At the same time we feel that the University would not be justified in making any effort to continue the control beyond the point where it would be both the normal 17- or 18-year right of the University and "in the interests of and for the protection of the public". Bearing this in mind, together with the provisions of the Canadian Food and Drugs Act and regulations thereunder referred to above, we feel that the University would find it difficult to warrant an occasion for solicitation of an Act of Parliament extending the term of the University's statutory 18-year right to the original patents of Canada relating to Insulin. As regards the original 17-year patents of the U.S.A. relating to Insulin, we feel that application for a Bill of Congress extending the term of these would be foredoomed to failure, and that it would be unwise for such application to be made.

From all of the above you will appreciate that we shall gladly continue to make and assist in the making of any and every effort to retain "prevailing arrangements regarding the manufacture and sale of Insulin", provided only that such arrangements continue to be definitely "in the interests of and for the protection of the public".

Your obedient servant,

F. Lorne Hutchison, M.A.,
Executive Secretary, Insulin Committee.

FLM:VT

II. That your Insulin Committee accepts and endorses the views expressed in the communication quoted above, and has only to note in addition that it has resolved that, at some date approximately one year hence, the situation dealt with in this communication is to be recanvassed by the Committee to the end that account may then be taken of any change in this situation in the event that any such change has developed meanwhile.

III. That the mention of 1954 in the above-mentioned communication relates to the year of expiration of Letters Patent of the U.S.A. granted to Nordisk Insulinlaboratorium, of Gentofte, Denmark, as assignee of Hagedorn, Jensen and Wodstrup-Nielsen, which patent relates to protamine-Insulin preparations and processes of preparing these. In this connection your Insulin Committee has to report:-

(a) That negotiations are nearing expected completion by formal agreements implementing Nordisk Insulinlaboratorium's written undertaking of 5th February, 1936, to convey to the University of Toronto the general and exclusive right to grant licences under the above-mentioned Letters Patent.

(b) That your Insulin Committee, Nordisk Insulinlaboratorium, and the authorized producers of protamine-Insulin preparations in the U.S.A. have been proceeding in full accord with the written undertaking referred to above.

(c) That one of the provisions of this arrangement is that Nordisk Insulinlaboratorium has the right to assess royalties on sales of protamine-Insulin preparations in the U.S.A. and its dependencies, these royalties to be based on producers' net receipts from sales of these preparations and to be at a rate of not more than five per cent during the period 1st February, 1937, to 31st January, 1940, inclusive, and at a rate of not more than three per cent thereafter.

(d) That last month the Executive Secretary of your Insulin Committee heard from Nordisk Insulinlaboratorium to the effect firstly, that from 1st February, 1937, until further notice - but not beyond 31st January, 1940 - the rate of royalty fixed by this corporation in respect of sales of protamine-Insulin preparations in the U.S.A. is to be five per cent, and, secondly, that the corresponding rate of royalty in respect of sales of protamine-Insulin preparations exported from the U.S.A. is fixed at five per cent for the period 1st February, 1937, to 31st December, 1937, and at nil thereafter, except in the event of further notice, and except in the case of exports to Cuba which latter are fixed to continue for the present as subject to the rate set in respect of sales in the U.S.A. and its dependencies.

(e) That, as regards royalties assessable by the University of Toronto in respect of Insulin forming a component part of protamine-Insulin preparations produced in the U.S.A., a provision of the arrangement referred to above is that these royalties will not amount to more than five per cent of producers' net receipts from sales of the preparations and that the University of Toronto reserves the privilege of reducing or cancelling these royalties at any time.

(f) That your Insulin Committee proposes that royalties assessed by and for the University of Toronto on sales of protamine-Insulin preparations in the U.S.A. be based on producers' net receipts from sales of these preparations, and that for the period 1st February, 1937, until further notice these royalties be at a rate of four per cent separate and distinct from the royalties for the account of Nordisk Insulinlaboratorium referred to above.

(g) That in particular view of the fact that in 1928 the University of Toronto waived and discontinued the collection of any and all "export royalties", your Insulin Committee proposes that no royalties be assessed, by and for the University of Toronto, in respect of the export of protamine-Insulin preparations from the U.S.A.

(h) That in respect of Letters Patent of the Dominion of Canada, applied for but not yet granted to correspond with the Letters Patent of the U.S.A. referred to above, no question of royalty arises in view of the facts that the University of Toronto is the only producer of Insulin-preparations in Canada, and Nordisk Insulinlaboratorium has given the University of Toronto a wholly free and unrestricted right to produce, sell and export protamine-Insulin preparations.

All of which is respectfully submitted.

(Sgd) T. A. Russell
Chairman

(Sgd) F. Lorne Hutchison
Executive Secretary

Appendix "A"

December 21, 1937.

Dr. D. B. Macdonald,
Chairman Board of Governors,
University of Toronto,
TORONTO, Ontario.

Dear Dr. Macdonald:

At the annual meeting of the Patent Institute of Canada, the President made a remark, which, I feel, is of extreme interest not only to yourself but ourselves also, relating to the patenting of medicinal products and processes. The following is taken from his remarks:

"The section relating to chemical patents aims to protect the public from exploitation, but by prohibiting claims for the product it exposes the public to a different and greater danger. After having observed the wartime scramble to operate under the Salvarson patents, it has been impressed upon me that as a matter of public interest and protection there should be provision for perpetuating patents on some medicinal preparations and the processes of making them, to the extent that the manufacture would always be under government control ensuring to the public proper methods of manufacture and products safe for use. The Insulin patent will expire in a few years and I believe it is well known that improper methods of manufacturing this widely used preparation produce a highly poisonous product the use of which might or would be fatal to the patient. It is to be expected that with lapsing of this patent, manufacturers without previous experience in the making of this product will be entering the field. Neither the public nor the medical profession can be informed in advance as to the ability of such manufacturers to produce safe products but the government could, by license under perpetual patents, granted only after ascertaining the ability of a manufacturer to produce safe products, insure the public against the dangers which increase with every new discovery of serums and the like. You are aware that the medical profession is opposed to the patenting of discoveries in its field, holding that they should be free to all and without commercial profit to the discoverer. I take rather the opposite view and believe that the patenting of every medicinal preparation liable to be dangerous to human beings should be compulsory but surrounded by conditions such as now exist preventing exploitation of the public."

I doubt very much if anything would be done in this matter in the immediate future, but I find as time goes on more and more pressure being brought to bear for the complete revision of our patent laws and rules and regulations covering them.

In view of this, I will appreciate receiving any comment you might have on these remarks in order that they may be a guide to us in our position in the Institute.

Yours sincerely,

(SIGNED) CHAS. H. RICHES & SONS

By (Sgd). C. Harold Riches

C.H. Riches:GB

C.C. Dr. F.G. Banting,
Mr. Lorne Hutcheon,

Appendix "B"

Bursar's Office,
Dr. F. A. Moore
Bursar and Secretary to the Board of Governors

Toronto 5,
17 January, 1938.

The Secretary,
Insulin Committee,
University of Toronto.

Dear Mr. Hutchison:-

At the meeting of the Board of Governors held on Thursday last the matter of the approaching termination of existing patents in connection with insulin was discussed, and I was instructed to write you to the effect that the Board were of the opinion that in the interest of and for the protection of the public every effort should be made to retain if possible the prevailing arrangements regarding the manufacture and sale of insulin.

I shall be glad if you will bring this matter before the Insulin Committee at an early date and inform me of their action in connection therewith.

Yours truly,

(Sgd). C. E. Higginbottom

Acting Bursar.

Appendix "C"

17.

In the case of inventions relating to substances prepared or produced by chemical processes and intended for food or medicine, the specification shall not include claims for the substance itself, except when prepared or produced by the special methods or processes of manufacture described and claimed or by their obvious chemical equivalents.

2. In an action for infringement of a patent where the invention relates to the production of a new substance, any substance of the same chemical composition and constitution shall, in the absence of proof to the contrary, be deemed to have been produced by the patented process.

3. In the case of any patent for an invention intended for or capable of being used for the preparation or production of food or medicine, the Commissioner shall, unless he sees good reason to the contrary, grant to any person applying for the same, a license limited to the use of the invention for the purposes of the preparation or production of food or medicine but not otherwise; and, in settling the terms of such license and fixing the amount of royalty or other consideration payable, the Commissioner shall have regard to the desirability of making the food or medicine available to the public at the lowest possible price consistent with giving to the inventor due reward for the research leading to the invention.

4. Any decision of the Commissioner under this section shall be subject to appeal to the Exchequer Court.

5. This section shall apply only to patents granted after the thirteenth day of June, one thousand nine hundred and twenty-three. 1923, c. 23, s. 17.

Included in the report are the observations of the members of the Committee Advisory to the Insulin Committee which dealt with the matter referred to the Insulin Committee by the Board of Governors at its meeting on 13th January last regarding the approaching termination of existing patents in connection with Insulin and the desirability of making every effort to protect the public in future in connection therewith.

After an exhaustive explanation by Dr. Russell, the Chairman of the Insulin Committee, it was moved by Dr. Anderson,

Seconded by the Honourable Dr. Bruce,

and resolved -

That the report be accepted and approval be given to the arrangements with Nordisk Insulinlaboratorium, of Gentofte, Denmark, and that the whole matter be reviewed a year hence.

Proxy.
St. Lawrence
Corpⁿ

The Chairman and the Bursar were authorised to sign the form of Proxy for the annual general meeting of the St. Lawrence Corporation, Limited, to be held on 15th March, 1938.

Current
Expenditure

The Acting Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorised on 13th January, and the same was laid on the table.

do

Also his Estimate, under By-Laws Numbers 16, 50 and 64 of the amount required to defray Current Expenditure for the balance of the month of February and the first part of March. Ordered that an Accountable Warrant for Two Hundred and Fifty Thousand Dollars (\$250,000) be issued to the Bursar.

Leibel-Hall
respirator.

The Chairman presented the following report on the situation regarding the Leibel-Hall
respirator:-

1. The Special Committee appointed at the last meeting of the Board to consider the draft agreements in connection with the manufacture of the Leibel-Hall respirator, have held two meetings.

At the first meeting the submitted draft of agreement was considered in detail and sent to the University Solicitor for amendment.

Some doubt having been raised as to the advisability of the University patenting such a discovery, although at its meeting on September 23rd the Board had unanimously decided in favour of such action, and a question having been raised as to the patentability of the device, it was decided to ask the Superintendent, the Assistant Superintendent, Sir Frederick Banting and Mr Lorne Hutchison to be present at a subsequent meeting.

2. At the second meeting of your Committee these gentlemen were present. The amended draft of agreement was before the meeting, but was not considered, as grave doubt arose as to the advisability of entering into an agreement of the nature indicated.

It was decided to ask Dr Hall to search medical publications in possession of the Department for evidence as to previous respirators having been invented, and to instruct the University Patent Solicitor to have a similar search made in Washington. Dr Hall's search has been completed. The search in Washington has not yet been initiated.

3. Since the second meeting of the Committee your Chairman has spent some time investigating the situation, and I now venture to make a statement, which is not a report of the Committee since it deals with an aspect of the subject not submitted to them for consideration, and further since they have not had an opportunity of placing themselves on record in connection with this aspect.

My investigation has led me to conclude that there is grave doubt as to the patentability of the device, and that the University should spend no more money in seeking a patent.

By applying for a patent the initial object of protecting the public has been attained.

If such should be the decision of the Board there can be no entering into agreements as to the rights of manufacture such as have been suggested.

That the device has merit and should be made available by next August is in my opinion a factor in the situation. The University cannot manufacture it.

I therefore recommend that it be given to the American Hospital Supply Association so that they can proceed with the manufacture. This suggestion has Sir Frederick Banting's approval.

(Sgd.) D - Bruce Macdonald,
Chairman.

10 February, 1938.

After considerable discussion it was decided that the whole matter be deferred until the next meeting.

The meeting adjourned at 6.20 p.m.

Minutes confirmed.

Feb. 24th 1938

D Bruce Macdonald
Chairman.

American
Hospital
Supply
Association.

Indexed

Minutes of meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 24th February, 1938, at 4 p.m.

- Present -

The Chairman (Dr Macdonald)

The Chancellor

Mr Macdonald

Mr Baker

Mr Gibson

Chief Justice Rose

The President

Mr Wilby

Mr Rundle

Mr Young

The Acting Bursar was present as Secretary

The minutes of the last meeting were read and confirmed.

C. i. b.

Board of Governors

There was read an Order-in-Council, dated 14th February, 1938, re-appointing for a further period of six years dating from 20th June, 1937, the following members of the Board:-

Honourable Newton Wesley Rowell, K.C., D.L.D.

John James Gibson, Esq., B.A.

William E. Rundle, Esq.

Element George McCullagh, Esq.

Report re

#102-#104

St. George St.

Arising out of the minutes the Chairman of the Property Committee presented a Report re #102-#104 St. George Street (vide Report No. 204 of Property Committee, Clause 2, folio 59) as follows:-

Space for Psychology.

Following instructions given at the Property Committee meeting on February 9th, 1938, when the President brought up the question of additional accommodation for the Department of Psychology, inquiry has been made as to the availability of #102-#104 St. George Street, and at what price it could be acquired.

Attached herewith, in duplicate, is an option to purchase from Miles Vokes, at a price of £25,000.00. This property is assessed at £16,820.00, and taxes amount to approximately £620.00.

There is a mortgage, maturing October 1st, 1941.

Mortgage.
Manufacturers
Life

against the property, of \$8,200.00, as of October 1st, 1937, at 5 1/2%, with principal payments of \$150.00 April 1st and October 1st, held by the Manufacturers' Life Insurance Company. This Company is unwilling to accept payment in full of the mortgage at the present time.

The property has a frontage on St. George Street of 62 feet, and a depth of 208 feet. On this property is a brick house which has been converted into an apartment house containing four apartments. The property would have to be purchased subject to the existing tenancies, as under.

Existing
tenancies.

<u>Number.</u>	<u>Lease Expires</u>	<u>Occupant</u>	<u>Rentals</u>
102 A.	August 31/38.	Sorority or Fraternity.	\$42.50.
102 B.	Monthly tenancy.	Residential occupancy.	50.00
104 A.	August 31/38	Sorority or Fraternity.	42.50
104 B.	April 30/39	Sorority or Fraternity	42.50 - In- creases at later date to \$50.00

Heat is provided by owner.

The leases do not contain any option to renew beyond the dates specified. I think, if the University acquired this property, arrangements might be made, perhaps for a small consideration, to have the premises vacated before the end of the leases. Even if this were not possible, one unit would be available on a month's notice, two units would be available not later than August 31st, 1938, and these three could be used, independent of the fourth unit, #104 B. It would be desirable that as much of the house as possible should be available for purposes of repair and adaptation by July 1st, 1938.

The house is, of course, cut up, and is not in a very good state of repair. At this time, it is impossible to estimate accurately the amount of money necessary to make this house usable by University departments, but the Superintendent's best guess is that \$5,000.00 should be provided, but as little spent as possible.

Professor Bolt has been over the plans with the Superintendent, and, while he thinks more accommodation in old houses is far from ideal, he is satisfied that the space available in this house can be used to give much needed accommodation for his Department.

In view of the fact that this property is necessary for Central Plant purposes, and that the house on the property will provide accommodation which the President agrees is badly needed by the Department of Psychology, I would recommend its purchase at a price not exceeding \$25,000.00.

Sgd.) John J. Gibson
Chairman, the Property Committee

February 24th, 1935.

Purchase
price from
Whitney
Bequest.

Upon motion of Mr. Gibson the foregoing report was adopted and he was given authority to close the purchase of Nos. 102-104 St. George Street at a price not to exceed twenty-five thousand dollars (\$25,000); such cost to be met out of the Whitney Bequest.

Fire
Insurance.

Also arising out of the minutes - re University insurance. It was moved by Mr. Gibson, seconded by Mr. Neilly.
And Resolved -

That because No. 35 Report No. 204 of the Property Committee, (vide fol. 60), which was deferred from the meeting of the Board held on February 10th, be adopted, it being understood, however, that the final allocation and distribution shall be subject to the approval of the Board; that a supplementary vote be authorized to take care of the additional premiums necessary; and that a committee, consisting of the Chairman of the Property Committee (Chairman), Mr. Neilly, the Superintendent, the Acting Bursar, and the University Solicitor, be appointed to consider and arrange all details. x

Note for
additional
premiums.

Leibel - Hall
respirator.

In the matter of the Leibel - Hall respirator, deferred from the last meeting, it was decided to again defer the matter till March, when Mr. F. G. McGraw, President of the American Hospital Supply Corporation, will probably be able to come to Toronto and go into the matter further.

Balance for
Klotz library
to be paid
this year

Also arising out of the minutes the President brought up the matter of the possibility of paying in this year the balance of the purchase price of the scientific library of the late Professor Klotz. Approving of the recommendation of the President, the Board now ordered that the balance, \$1,000, for the above library be paid from the funds of the current year instead of from those of 1938-39, as previously ordered (vide fol. 55).

Appoint-
ments.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

Medical Research - Bauring -

each from 1 March to 31 May, 1938: -

C. Lott - Technician - - - - - @ \$75 a month
S. Smith } Assistants in
G. Stella } Animal Quarters - each @ 55.

University Extension: -

Workers' Educational Association -

Instructors for 1937-38: -

(1) Appointments made under date of 25th November, 1937, (vide fol. 18) were amended as follows:

	Remuneration	Travelling expenses (estimated)
That of S. S. Dharmi cancelled (Salt)	\$150.	63.75
Albert Moellman } remuneration	50.	-
Bernard Wilson } reduced by	50.	11.10

(2) The following additional appointments are made: -

Kitcheners - S. S. Dharmi - Psychology -	\$150.	105.
London - E. E. Hobbs - do.	100.	-
Windsor - J. D. Wilson - do.	100.	40.

Dr. W. W.
Jones.

The President brought up the case of Dr. W. W. Jones, who for several years had been an Assistant Professor of Surgery, and who was automatically retired at 30th June last. In view of the fact that Dr. Jones had continued to do the work this year at the request of Dean Gallie, and that the appropriation made last Spring for the Department of Surgery included the usual honorarium of \$300 for him,

the Board approved of the President's recommendation that Dr Jones be named as Honorary Professor in Surgery for the session 1937-38 and that a honorarium of \$300. be granted to him in connection with the same.

Salary of Mrs
A. Moffitt

The salary of Mrs A. Moffitt, Cleaner in the Department of Medical Research - Banting, was increased from \$50. to \$60. per month from 1 March to 30 June 1938, on account of extra services to be required of her.

Resignation of
Miss Stuart,
Sch Nursing

The resignation of Miss Eugenie Stuart, a Lecturer in the School of Nursing, was accepted, effective 01 March, 1938.

amendments
to estimates

Additional appropriations and transfers were granted as follows:-

Health service - Women:-

Additional appropriation - - - - \$50.

Athletics - Men:-

Transfer from "Gymnastic Appliances
to "Attendance Records, etc" - - - 25.

Wallberg
loans in
Applied
Science.

In continuation of the plan followed during the past few years the Board authorised the setting aside of a sum not exceeding Fifteen Hundred Dollars (\$1,500) from the interest on the Wallberg Bequest for loans to students in the Faculty of Applied Science and Engineering during the current session.

Benefactions:
Graduate
Fellowships.

The President reported that Lady Kemp had forwarded her cheque for \$500, in continuation for next session of the Graduate Fellowship donated by her; that Imperial Oil Limited would also again provide one of a similar amount; and that Sir Joseph Flavelle would continue his contribution of \$250. for a Scholarship in the School of Graduate Studies for the coming year - all of which were accepted with thanks.

25 J. H. Bickle
Bursary

The President also presented a letter from the Secretary of the Athletic Association conveying the offer of Mr. & Mrs. E. W. Bickle to establish "The J. H. Bickle Bursary" under the following conditions:

"The J. H. Bickle Bursary is an endowment fund of One Thousand Dollars (\$1,000), the gift of Mr. and Mrs. E. W. Bickle, established in memory of their son, the late J. H. Bickle, an undergraduate of Trinity College, Class of 1938, and a member of the Senior Intercollegiate Swimming Team. At the time of his death he was preparing to enter his final year at the University.

It is recommended that:

- 1- The income from this fund be awarded annually to a member of the Senior Intercollegiate Swimming Team of this University in any year or faculty.
- 2- The committee in awarding the bursary shall consider the character, athletic ability, scholarship and general interests of the members of the team.
- 3- The committee shall consist of the Registrar of the University, the Dean of Arts, the Director of Athletics and the Honorary Coach of Swimming.
- 4- In any year in which no award is made the income of that year shall be added to the capital sum or used in a subsequent year when two members have equal qualifications."

This offer was gratefully accepted, and the foregoing conditions approved.

Other communications were presented and dealt with as follows:-

Statute of
Senate.

From the Registrar with Statute of Senate Number 1378 - Respecting the representation upon the Senate of the Department of University Extension, the Department of Social Science, and the School of Nursing - which statute having been read was approved

Toronto League
for Race Better-
ment award
to Miss Blain.

From the Registrar that the Senate
concern in the award to Miss P. Blain of the
Scholarship donated by the Toronto League for
Race Betterment this year; but that there being
no evidence of the establishment of the scholar-
ship as an annual award no statute had been
passed.

Report of
1st year of
medical
course.

From the Registrar transmitting a resolution
adopted by the Senate upon the recommendation
of the Council of the Faculty of Medicine and the
Board of Medical Studies, as follows: -

"Candidates at the first annual or supple-
mental examinations who fail to secure the
standing necessary to qualify them for regis-
tration in the second year, will not be
permitted to repeat the first year of the
medical course."

to become effective, if approved by the Board of Governors
for the session 1938-1939 and thereafter.

The Board considered the resolution at
length, but in view of the seriousness of the
situation -

It was moved by Mr. Gibson,

Seconded by Mr. Mac Dougald,

And resolved,

That the Chairman appoint a
committee to consider this matter and report
to the Board.

Death of A. L.
Bain.

Widow's
pension

From the Superintendent of Buildings and
Grounds reporting the death on 18th February of
A. L. Bain, caretaker of University College. Ordered
that Mrs. Mary Bain be granted, under the pension
regulations in that regard, a widow's pension of
\$31.²⁵ per month, to take effect from 1 March, 1938.

Service road -
way for Women's
Bldg. for
St. Hilda's also.

From Provost Cosgrave that in connection
with the proposed University Women's Building a
service road from either Hoskin Avenue or
Devonshire Place will be necessary, and asking
if the Board would consent to the use of such
service roadway by Trinity College for the new

St. Shilda's Residence on Devonshire Place,
 Referred to the Property Committee.

City re
 amendment
 to University
 Act.

Lanes -
 188 Yonge
 Street

From the Solicitor enclosing copy of a letter he
 had received from the City Solicitor, dated February
 18th in which he stated:-

"Re Proposed amendment to University Act.

"Insofar as #188 Yonge Street is concerned, you
 will recall I had a tax bill prepared last year.
 This bill was prepared on an assessment for land
 of \$136,000. and \$6,000 for building, or a total of
 \$142,000. The assessment was apparently prepared
 for some reason or other in two parts, namely,
 \$121,274 and \$20,726. At last year's rate the
 taxes on the first assessment named totalled
 \$4,329.48, and on the latter assessment \$739.92,
 or a total tax of \$5,069.40. Last year's tax rate
 was 35.7 mills but it is anticipated that the
 rate this year will be higher. Accordingly, the
 taxes for this year on the above assessment
 will be slightly higher than the amount
 named."

The Chairman informed the Board of
 the impressions received by the deputation which
 waited on the Attorney-General in connection
 with the tax situation generally, and the Board
 decided that in order to arrive at a satisfactory
 figure to be paid in connection with the property
 No. 188 Yonge Street the matter be referred to the
 Property Committee with power to act.

Miss Russell
 re School of
 Nursing and
 Rockefeller
 Foundation.

The Chairman presented a letter to him from Miss
 Russell, Director of the School of Nursing, asking
 if the Board would consider a further possible
 agreement with the Rockefeller Foundation for a
 continuance of contributions to the School of Nursing
 over an additional period of three years (i.e. to June, 1942).

After careful consideration the Board
 decided that in view of the fact that a year ago
 they had a report of a Special Committee on the
 School of Nursing and had at that time decided to

Minutes of Meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 10th March, 1938, at 4 p. m.

- Present -

The Chairman (Dr. Macdonald)

The Chancellor

Mr. MacDougald

Mr. McDonnell

Dr. Anderson

Mr. Gibson

The President

Mr. Osler

Dr. Rundle

Mr. Young

Mr. Ross

The Acting Bursar
was present as Secretary.

The minutes of the last meeting were read and confirmed.

W. W. Jones

Arising out of the minutes there was read a letter from Dr. W. W. Jones thanking the Board for the honour conferred upon him.

Also arising out of the minutes there was presented a Report of the Chairman of the Property Committee, which, upon motion of Mr. Gibson, was concurred in as follows:-

To the Board of Governors,
University of Toronto.

Gentlemen:-

In connection with the business arising out of the minutes of the meeting of the Board held on February 24th, the following matters are reported on by the Chairman of the Property Committee:-

1 - No. 188, Yonge Street - Taxes:

Following a commitment previously made by the University with regard to the payment of taxes on this property, the Board deferred decision in order to ascertain what would be a fair amount to pay in this connection. I have obtained comparative assessments and feel that the assessment of \$136,000 for the land, and \$6,000 for the building, a total of \$142,000, is quite reasonable, and recommend that the amount to be paid be based upon the above figure.

188 Yonge St.
Taxes.

Trinity College -
service
roadway.

2. Trinity College - Service Roadway.

The request from Trinity College to enter into an arrangement for the joint use of a service roadway for the new St. Hilda's Residence and the University Women's Building was referred to the Property Committee. I recommend that, in view of the fact that the University plans have not been completed in connection with the Women's Building, the Board inform Trinity College authorities that under these conditions they cannot see their way clear to enter into any arrangements in connection therewith.

Purchase of
102-104
St. George St.

3. Nos. 102-104 St. George Street.

Authority was given the Chairman of the Property Committee to close the purchase of the property at a price not to exceed \$25,000. I now beg to report that the property has been acquired for the sum of \$22,500.

All of which is respectfully submitted.

(Sgd.) John D. Gibson

Chairman, Property Committee

10th March, 1938.

Also arising out of the minutes the following report presented by the Chairman of the Board was read and concurred in:-

To the Board of Governors,
University of Toronto,
Gentlemen:-

At the meeting of your Board held on February 24th your Chairman was instructed to nominate a committee to enquire into and report on the request of the Senate, acting upon the recommendation of the Council of the Faculty of Medicine and the Board of Medical Studies, that the following regulation should be adopted:-

"Candidates at the first annual or supplemental examinations who fail to secure the standing necessary to qualify them for registration in the second year, will not be permitted to repeat the First Year of the medical course."

Re repeating
1st Year in
medicine.

Your Chairman now reports that acting under the instructions of the Board he nominated the following committee:-

The President

Mr. John J. Gibson

Mr. Balmer Neilly

Mr. McGregor Young

and the Chairman of the Board.

Your Committee have met and have had the advantage of a conference with Doctors Golhe, Duncan, Graham, Ryerson and Hunter, when the situation was carefully discussed.

As a result of this conference we are unanimously of the opinion that the request of the Senate should be granted.

Respectfully submitted.

(Sgd.) D. Bruce Macdonald.

Chairman

3rd March, 1938.

Appoint-
ments.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the session 1937-38.

Faculty of Medicine -

Anatomy - Prosectors:-

Dr Brock Brown \$150.

Dr Freda Richardson } at \$150. between them,

Dr R. G. McKenzie } to be apportioned later.

School of Nursing:-

Edward Fidler - Special Lecturer, Physiology - 300.

G. G. Stogdill - Lecturer, Mental Hygiene - 100.

Miss Frances King - Special Lecturer in
refresher course, February 9-12 - 50.

(travelling expenses to be additional)

University Extension -

Evening Tutorial Classes - Instructors:-

(1) Appointments made under dates of 25 November, 1937,
and 13 January, 1938, were amended as follows:-

E. W. Carpenter - remuneration reduced by \$50.

G. J. Garnett - appointment cancelled - 50.

(vide fol.
15 & 38)

and the following substituted therefor:-

F. P. Encombe	- Cost Accounting	\$ 50.
George L. Joshi	}	- 10.
Harold B. Chambers		- 10.
S. M. Young		- 10.
Harvey T. Sprang		- 10.
L. Norman Dean		- 10.

2) The following additional appointments are made:-

Professor J. R. Lymond	} Natural	- 30.
W. J. Le Roy	} History	- 30.

B. Wilkinson

In accordance with authority previously given to the President to negotiate in that connection, B. Wilkinson was appointed to be Professor of Mediaeval History, Faculty of Arts, as and from 1 July, 1938, at a salary of Forty-five Hundred Dollars (\$4,500) per annum.

Resignation
of Prof.
Haultain

The President presented the resignation of Professor H. E. J. Haultain of his Professorship in the Department of Mining Engineering, and the same was accepted with regret, to take effect on his 69th birthday, 9th August next.

It was moved by Dr Rundle,
seconded by Mr. Gibson, and
Resolved -

That with deep regret the Board accepts the resignation of Professor H. E. J. Haultain as Head of the Department of Mining Engineering, and places on record its sincere appreciation of the conspicuous service he has rendered to this University and to the development of mining in Canada. The Board hopes that Professor Haultain will have years of health and vigor to pursue his investigations in Mining and Metallurgy, and will gladly place at his disposal its facilities for continuing his researches.

Leaves of
absence -
J. F. Nicholson

Leaves of absence with salary were granted as follows:-
To Professor J. F. Nicholson, of the Department of
Pathological Chemistry, from 1 July, 1938, to 7 January,
1939.

H. J. Audicott

To Professor H. J. Audicott, of the Department of
English, from January, 1939, until the end of the
Session 1938-39.

Transfer -
University
Extension

A transfer of \$600. from the appropriation for
"Correspondence Courses: Teachers' Course" to that for
"Issue of University Bulletins, exhibits, and other forms
of publicity", in the Department of University
Extension for 1937-38 was granted.

Post-Grad.
uate course
Dentistry.

Payments to a total of \$369.71 from the fees (\$370)
received for the Post-Graduate course held in the
Faculty of Dentistry January 26th, February 2nd & 9th
last were authorised as follows:-

Dr. J. H. Ante	\$ 3.20.
University Press	- 22.01
Photography Department	- 2.70
General overhead expenses	- 25.00
	<u>49.71</u>
	<u>\$ 369.71</u>

C. R. Young.
Can. Eng.
Standards.

Upon motion of Mr. Mac Dougald, seconded by
Mr. Mac Donnell, Professor C. R. Young was re-
nominated as the representative of the University of
Toronto on the Main Committee of the Canadian
Engineering Standards Association for three years
from 31st March, 1938.

Estimates,
Commaght
Laboratories

The Budget and Estimates of the Commaght
Laboratories for the fiscal year 1938-39, ending
31 March, 1939, were presented by the President and
approved as follows:-

CORRAUGHT LABORATORIES, UNIVERSITY OF TORONTO

ESTIMATES
1938-1939

FOR EXPENDITURE ACCOUNT

	<u>1937-38</u>	<u>1938-39</u>
Salaries (as shown in attached list)	\$248,600.	\$251,380.
Pay for overtime and temporary help	10,200.	7,600.
Contributions to Pension Fund and for Insurance	20,000.	20,000.
Inventory of products finished and in process at beginning of the year, less estimated corresponding inventory at end of the year	5,000.	-,-,-,-
Laboratory Supplies and Expenses	231,200.	235,800.
Depreciation Charges	32,000.	32,000.
Corraught Laboratories Fellowships	3,400.	4,500.
Grant for Research in Department of Epidemiology and Biometrics (See Appendix "A" attached hereto)	3,370.	3,120.
Grant for Research in Department of Physiological Hygiene (See Appendix "B" attached hereto)	7,670.	8,200.
Grant for Research in Department of Chemistry in Relation to Hygiene (See Appendix "C" attached hereto)	250.	1,520.
Expenditures of Western Division	<u>8,400.</u>	<u>8,400.</u>
	\$664,390.	\$664,580.
Balance for transfer to Reserve	<u>30,610.</u>	<u>31,420.</u>
	\$593,000.	\$596,000.

FOR REVENUE ACCOUNT

Sales	\$535,000.	\$535,000.
Ontario Government Grant	15,000.	15,000.
Interest		
From Corraught Laboratories Research Trust Fund	8,000.	8,000.
From Investments and Bank Balances	<u>14,000.</u>	<u>15,000.</u>
	\$557,000.	\$568,000.

Connaught Laboratories, University of Toronto,

List of Salaries

	Salary Rate as of 31st March, 1938	Proposed Salary 1/1/38 to 31/3/39
<u>Director</u>		
FitzGerald, Dr. J. G.	7,000.	7,000.
<u>Associate Directors</u>		
DeFries, Dr. W. D.	4,000.	4,000.
Fraser, Dr. D. W.	2,000.	2,000.
East, Dr. C. H.	1,500.	1,500.
<u>Assistant Directors</u>		
Holoney, Dr. F. J.	2,400.	2,500.
McKinnon, Dr. M. E.	4,000.	4,000.
<u>Comptroller</u>		
Hutchison, F. Lorne	3,800.	3,800.
<u>Assistant Comptroller</u>		
Soyd, I. W.	2,700.	2,850.
<u>Research Members</u>		
Canfield, Dr. A. H. W.	1,000.	1,000.
Hunter, Dr. A.	1,000.	250.
Scott, Dr. D. A.	4,200.	4,350.
<u>Research Associates</u>		
Cameron, Dr. D. W.	3,800.	3,800.
Craigie, Dr. J.	4,000.	4,000.
Fraser, Dr. F. H.	3,300.	3,300.
Hare, Dr. R.	3,600.	3,600.
MacLean, Dr. D. L.	1,300.	1,400.
McHenry, Dr. E. W.	3,100.	3,200.
Orr, M. D.	3,500.	3,500.
Siebenmann, Dr. C.	2,500.	2,650.
Taylor, Dr. E. H.	1,700.	1,700.
To be appointed		2,400.
<u>Research Assistants</u>		
Charles, Dr. A.	2,300.	2,500.
Farrell, Dr. L.	1,500.	1,700.
Fisher, Dr. A. H.	2,100.	2,100.
French, Dr. E. O.	2,300.	2,400.
McVicar, Dr. G. A.	2,000.	2,100.
Plummer, Dr. M. C.	1,500.	1,500.
Ridout, Miss J. E.	-	750.
Smith, Dr. M. G.	1,300.	227.00
<u>Technical Assistants</u>		
Corkill, Dr. J. H.	-	1,250.
Overend, D. W.	1,650.	1,650.
<u>Research and Clinical Associates</u>		
Brown, Dr. A. A.	3,400.	3,400.
Silverthorne, Dr. L. A.	2,600.	2,600.
<u>Clinical Associate</u>		
Mannab, Dr. E.	250.	250.
<u>Veterinarian</u>		
Feralake, Dr. H. G.	2,100.	2,300.
<u>Accountant</u>		
Allen, E. E.	2,800.	2,700.
<u>Assistant, Comptroller's Office</u>		
Kay, A. E.	1,600.	1,600.
<u>Accounting, Secretarial, Library, Shipping-Office and Clerical Staff</u>		
Holmes, J. A.	800.	800.
Kimmar, Miss M. E.	1,300.	1,300.
Cooke, Miss D. E.	1,110.	1,110.
Linney, Miss M.	720.	720.
DeHoeved, Miss F. M.	720.	720.
Finegan, Miss H.	1,200.	1,200.

Briggs, Miss A. E.	1,200.	1,200.
Comarville, Miss D. E.	1,600.	1,600.
Pickler, Miss E.	1,200.	1,200.
Graham, Miss M. L.	1,350.	1,350.
Rabone, Miss F. J.	1,230.	1,230.
Stevenson, Miss F.	636.	604.
Johnson, M.	1,080.	1,140.
Magolan, E. M. M.	750.	840.
Jefferson, W. A.	600.	650.
Sumner, Miss V. E.	748.	810.
Booke, Miss M. D.	840.	870.

Washing Room, Stores and Messengers Staff

Leversidge, E.	960.	1,020.
Wyn, E. J.	840.	840.
Scott, T. J.	600.	650.
Turner, E.	600.	645.

Production Foreman

Maclean, E.	2,352.	2,400.
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Electrician

Polton, Miss A. J.	1,400.	1,800.
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Technicians

Class A (Range \$1200. to \$2000.)

Campbell, F.	1,300.	1,300.
Smith, C. G.	1,400.	1,400.
Worran, M.	1,300.	1,300.
Corony, F.	1,500.	1,500.
Calvin, W.	1,440.	1,440.
Parter, E.	1,536.	1,536.
Isatt, G.	1,500.	1,500.
Parkinson, W.	1,900.	1,900.

Class B (Range \$840. to \$1200.)

Smith, E. L.	1,100.	1,100.
Bischoff, E. J.	900.	960.
Cooke, Miss J.	1,000.	1,080.
Kalpern, Miss E.	1,080.	1,080.
McLeod, J. F. G.	810.	848.
Barnes, W. E.	780.	840.
Foulds, E.	870.	900.
Jones, E. E.	960.	996.
Wimbrough, M.	840.	888.
Ruddell, E.	840.	888.
Harlan, E.	1,020.	1,080.
Little, E.	1,000.	1,000.
Follansbee, J.	750.	810.
Brown, E. H.	1,080.	1,162.
Brown, E.	990.	1,080.
Peterson, E.	960.	1,070.

Class C (Range 1... to \$840.)

Cameron, C.	738.	810.
Landren, G.	720.	755.
Shay, H.	582.	697.50
Proctor, Miss M.	636.	645.
Cornell, R.	630.	697.50
Wason, E.	720.	780.
King, F.	600.	675.
Deter, F.	720.	720.
Spurgeon, J.	720.	735.
Valentine, D.	690.	750.
Silson, J.	694.	697.50
Owens, G.	810.	852.50
Adger, F.	720.	787.50

Motor Mechanic

Coombs, R.	720.	780.
DeLaforce, E. E. L.	1,230.	1,290.
James, C.	930.	930.
Chenelberg, E.	832.	882.

Laboratory Helpers

Penner, L.	570.	615.
Hamilton, Miss E.	600.	645.
Strinson, G. F.	540.	580.
Richm, W.	570.	667.50
McGannon, E.	616.	658.
Purvis, J.	630.	705.
Joel, D.	540.	570.
Harrison, F. B.	540.	660.
Johnson, G. J.	540.	630.
Hewson, E.	690.	697.50
O'Dell, E. K.	624.	657.

Shannon, M.	510.	592.50
Ruthesky, E.	600.	675.
Miller, E.	540.	600.
Richards, J.	480.	507.50

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Assistants

Class A (Range \$960. to \$1200.)

Marcus, O.	1,100.	1,100.
Keen, C.	960.	996.
Grant, T. W.	1,200.	1,200.
Harrington, F.	1,020.	1,020.
Hobson, W.	1,020.	1,020.
Jeffery, W. L.	900.	960.
Sentance, L.	1,020.	1,020.
Ralston, Miss M. H.	1,050.	1,050.

Class B (Range \$780. to \$960.)

MacIntyre, M.	960.	960.
Beadle, F.	840.	840.
Patterson, R.	788.	810.
Patterson, G.	810.	840.
Waller, F. G.	840.	840.
Fisher, Miss C.	792.	840.
McCosch, Mrs. J.	801.	806.
Smith, Miss W. E.	852.	875.
Whitton, Miss H.	768.	792.
To be appointed	-	825.
Camp, Miss V.	840.	840.
Murphy, Miss A.	720.	780.
Poole, Miss M.	840.	840.
Semple, Miss A.	840.	840.
Saunders, Miss E.	792.	810.
Phillips, Miss M. E.	900.	960.
Linton, Miss M.	920.	960.

Class C (Range \$... to \$780.)

Roy, Miss I.	780.	85. #
Brill, C.	610.	720.
Green, Miss F.	720.	720.
Hollinwell,	540.	632.50
Vowles, L.	540.	560.
Snow, L.	780.	780.
Bustard, Miss R.	690.	738.
Jackson, Miss I.	654.	678.
Maggs, Miss I.	654.	702.
Young, Miss R.	600.	632.
Bragg, Miss R.	570.	608.50
Bryden, Miss M.	472.	672.
Mark, Miss D.	570.	606.50
McLeod, Miss B.	636.	645.
McLeod, Miss H.	654.	672.
McNeill, Miss M.	660.	684.
Proudfoot, Miss M.	672.	684.
Ralph, Miss M.	636.	645.
Stables, Miss M.	672.	672.
Woodward, Miss M.	608.40	637.50
Lipssett, Miss L.	690.	690.
Bailey, Miss I.	672.	672.
Brett, Miss M.	546.	584.
Brockman, Miss J.	642.	660.
Coughey, Miss E.	540.	578.50
Duncan, Miss M.	606.	617.
Fleetham, Miss J.	606.	630.
Godfrey, Miss M.	606.	636.
Higgs, Miss M.	606.	624.
Humphries, Miss E.	666.	666.
Jolly, Miss C.	540.	578.50
Lewis, Miss L.	618.	630.
Midgley, Miss M.	660.	660.
Paterson, Miss M.	630.	648.
Potts, Miss E.	672.	672.
Price, Miss D.	624.	636.
Vores, Miss G.	606.	616.
Waite, Miss M.	606.	617.

Attendants

Class A (Range \$900. to \$1200.)

Cornford, F.	1,000.	1,080.
Holgate, J.	1,000.	1,000.
Houghton, W.	1,170.	1,170.
Shier, F.	900.	960.

Class B (Range \$720. to \$900.)

Garnet, F.	720.	750.
Evans, G.	840.	900.
McNally, E.	630.	692.50
Smith, W.	750.	780.
Tebb, Miss E.	732.	792.

Class C (Range \$... to \$720.)

Hyte, Miss J.	390.	390.
Malcolm, Mrs. M.	510.	510.
Penton, W.	180.	180.
Powell, Miss R.	660.	660.
Shail, Miss J.	800.	807.50
Watt, Miss A.	600.	600.

Farm Superintendent

Double, A.	1,800.	1,800.
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Farm HelpersClass D (Range \$1000. to \$1250.)

Gwillim, A.	1,140.	1,140.
Lippett, F.	1,020.	1,020.
McKenna, E.	1,000.	1,000.
Sanderson, J.	1,050.	1,050.
Sherrard, J.	1,250.	1,250.

Class E (Range \$840. to \$1000.)

Ince, E.	990.	990.
Knight, E. W.	798.	840.
Robinson, G. V.	798.	840.
Page, W.	1,000.	1,000.
Phillips, W.	1,000.	1,000.

Class F (Range \$... to \$840.)

Fowler, L.	660.	720.
McMullen, A.	540.	600.
McNamara, L.	720.	750.
Baker, O.	780.	780.
Fellsmith, R.	585.	585.
Flonke, J.	540.	600.
Dawson, E.	660.	660.
Forde, S.	570.	630.
Gillen, G.	540.	600.
Hayden, S.	582.	630.
Line, H.	540.	630.
Moore, E.	540.	600.
McLure, C.	660.	660.
Williams, L.	480.	540.
Hollinson, J.	570.	630.
Noble, E.	570.	615.
Barber, W. L.	585.	600.
Dunn, G.	630.	690.
Hill, H.	540.	600.
Robson, G.	624.	624.

Total \$251,380.

For service of less than twelve months.

Salaries included in Expenditures of Western Division

Polman, Dr. C. E., Research Member	\$ 2,000.	\$ 2,000.
Research Assistant to be appointed		2,600. #
Polglase, J., Technician, Class C	660.	720.
Ejermanon, V., Laboratory Helper	570.	645.
McClellan, M. W., Laboratory Helper	570.	645.

In event of service for twelve months.

DEPARTMENT OF EPIDEMIOLOGY AND BACTERIOLOGY

Request for grant from the Commonwealth Laboratories in aid of certain research studies during session 1936-1939

A. SALARIES

Fellow in Virus Research	
To be appointed	1,500.
Fellow in Epidemiology	
To be appointed	1,500.
Laboratory Assistants	
Keith Kerns (part-time)	334.
Miss S. McCausland (part-time) - including contribution on account of her participation in University Pension Scheme -..	434.
Robert Moore	762.

B. SUPPLIES AND FIELD EXPENSES 600.

TOTAL 5,180.

C. RESEARCH

(1) VACCINE VIRUS:

General: Continuance of the investigation of the mechanism of immunity to this virus.

Special: (a) Further investigation of the unstable "complete" antigen of this virus with special reference to the problem of stabilizing it in a state in which it will retain its ability:

(i) to react with neutralizing antibody in vitro.

(ii) to stimulate the development of humoral immunity.

(b) Study of the development of immunity in the rabbit as contrasted with the subsequent stage of "mature" immunity.

(c) Further in vivo studies of the neutralisation reaction.

(2) V BACTERIOPHAGE

(a) Further investigation of the phenomena of adaptation and variation of V phages in their relationship to similar phenomena exhibited by animal viruses.

(b) The application of specifically adapted V phage to:

(i) analysis of the V antigen of different strains of *E. Typhosus* as an essential preliminary to subsequent immunological investigation of types of *E. typhosus*.

(ii) the epidemiological investigation of typhoid infection.

(3) POLIO MYELITIS:

Completion of the examination of blood samples taken from paralytic cases in the Toronto 1937 epidemic. The purpose of this investigation is to confirm absence of virus from the blood of human cases.

(4) RABIES:

(a) Examination of a series of samples of canine serum and sera of other animals to learn if neutralising antibodies are present.

(b) Methods of cultivation of rabies virus in tissue culture.

(c) Vaccination using tissue-culture virus.

(d) Development of complement-fixation and its application to in vivo studies.

D. STATISTICAL STUDIES:

- (1) a study of the mortality from pneumonia in Ontario.
- (2) Analysis of the records of diphtheria-toxoid immunization in Toronto, 1935, 1936 and 1937 (approximately 40,000).
- (3) Cancer: a detailed analysis of the mortality in Ontario, 1909-1935, by site and age with special supplementary information from the clinics in Ontario.
- (4) Development of a suitable classification of causes of foetal death based on the returns of foetal deaths being made by co-operating hospitals.
- (5) Preparation of a punch card for recording facts regarding the distribution of the various products of the Connaught Laboratories.

appendix "B"

ESTIMATE FOR PROPOSED RESEARCH IN PHYSIOLOGICAL HYGIENE TO BE PROVIDED FOR BY GRANT FROM THE CONNAUGHT LABORATORIES FOR THE YEAR 1938-1939.

A. Salaries

Research Assistant	
Miss E. G. Gavin, M.A.	\$ 1,650.
Technical Assistant	
Miss H. Thompson (including contribution on account of her participation in University Pension Scheme.).....	925.

B. <u>Equipment, Apparatus and Supplies</u>	3,500.
C. <u>Maintenance of Rat Colony</u>	<u>2,125.</u>
TOTAL	\$ 8,200.

NATURE OF RESEARCH:

- (1) Periodic Health Examination of Staff.
- (2) Application of Physiology of Special Senses to Preventive Medicine.
- (3) Research in Industrial Hygiene - Smoke abatement.
- Methods of determining toxicity to man of chemical substances used in industry.
- (4) Studies in Fat Metabolism.
- (5) Calorie and Nutritive Value of Canadian Foods.
- (6) Studies on Vitamin C.
- (7) Studies on Ventilation.
- (8) Study of possible uses for Heparin (blood anti-coagulant.)
- (9) Studies on Vitamin B Complex.

SUB-DEPARTMENT OF CHEMISTRY IN RELATION TO HYGIENE

Request for grant from the Connaught Laboratories in aid of certain research studies during session 1938-1939.

A. SALARIES

Research Assistant (Temporary)	\$ 600.
Laboratory Helper	420.

<u>B. EQUIPMENT, SUPPLIES AND EXPENSES</u>	<u>500.</u>
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TOTAL	\$ 1,520.
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#For service of less than twelve months.

Nature of Research

Purification of stable fraction of the detoxifying system in bile.

Hart House Estimates	Dr. Rundle, on behalf of the Hart House Committee presented the Estimates for the fiscal year ending 30 June, 1939, which were referred to the Finance Committee.
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Benefactions	The following communications regarding donations were presented:-
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Geophysics Research	1- From Professor Lachlan Gilchrist with cheque for Twenty-four Hundred Dollars (\$2400) as a nucleus of a special fund the income from which is to be used to assist research work in Geophysics
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Geophysics, made up by contributions as follows:-

1. From Mr & Mrs Garnet W. McKee \$1,000.
 2. From Col. A. L. Bishop and
The Comstock Mines Co. Ltd. \$1,500.
Less expenses re work
in summer 1937 616.60
883.40
 3. From Mr W. J. McDonough and
Northfield Mining and
Smelting Corporation .400.
Less expenses in summer 1937 154.14
245.86
 4. From Mr W. J. McDonough and
Stammore Mining and
Smelting Co. .800.
Less expenses in summer of 1937 528.59
271.41
- | | |
|--------------------|------------|
| | \$2,400.67 |
| Less postage, etc. | .67 |
| Net balance | \$2,400. |

This was gratefully accepted and it was ordered that the thanks of the Board be conveyed to the donors and to Professor Gilchrist for his efforts in this connection.

The following conditions, which Professor Gilchrist stated had been concurred in by the donors, in respect to the use of this Geophysical Fund were approved:-

- 1- That the capital amount of the Fund together with any further contributions to this capital amount which may be received by the University should be retained intact as a separate special Fund for geophysical research.
- 2- That no disbursements should be made from the capital of the Fund except from that portion of the capital which may be in excess of \$15,000.
- 3- That the capital of the Fund be invested by the University and the income therefrom be used to provide if necessary for the expenses of transportation and maintenance in the field of students engaged in geophysical research.

Transfer to
Sir John
McLennan
Bequest

Upon the recommendation of the President authority was given for the transfer of \$200. from the above fund to the "Sir John McLennan Bequest", being 10% of the estimated value of \$2000. placed upon instruments, the property of the University, used in research work in geophysics.

U. C. Alumni
Prize.

2- From Principal Wallace that the Executive Committee of the Alumni has proposed to the Council of University College the establishment of a prize of \$25. to be given to a male undergraduate of the Fourth Year on conditions to be determined by the Council.

This was accepted with thanks.

Share for
Leonard
Bequest

There was presented a letter from the Toronto General Trusts Corporation with a cheque for \$963⁰⁷/₁₀₀, representing the University's share in a further cash distribution of the assets of the R. W. Leonard Estate.

Services
for Leonard
Estate.

The Acting Bursar reported that the securities comprising the University's distributive share to date from the Colonel R. W. Leonard Estate, with the exception of the Northern Ontario Power Company Common Stock, had been taken over, as follows: -

Imperial Bank of Canada	- 2 shares
Toronto General Trusts Corporation	- 56 "
Consumers' Gas Co.	- 2 "
Canadian Pacific Railway Co.	- 228 "
Imperial Oil Limited	- 58 "
Wm. Neilson Limited	- 316 "
International Petroleum Co. Ltd.	- 378 "
Consolidated Mining & Smelting Co.	- 156 "
Economic Investment Trust	- 14 "
Dominion of Canada, 4 1/2 %	

due Nov. 1, 1958 - \$8,000

Massey Harris Co. Ltd. 5%, due October 15, 1947 - \$1,000.

Gatineau Power Co., 6%, due April, 1941 - 1,000.

Report re
President's
Office.

The following Report of the Committee
Regarding the Re-organisation of the President's
Office was read, and upon motion of Dr. Ruddle
concurred in.

The Board of Governors at its meeting on
the 27th of January last passed the following
resolution:

Resolved - That in view of the varied and
laborious duties attached to the President's
office at the present time a Committee be
appointed to consider the possible reorganiza-
tion of the office and that Miss Patterson's
application be referred to this Committee.

The following Committee was appointed:-

The President

The Chairman

and

Messrs. J. A. Russell

J. J. Gibson

Bahner Reilly

W. E. Ruddle - Convenor.

With respect to Miss A. W. Patterson's
application the Committee recommends as follows:-
That the application be accepted and that Miss
Patterson be granted leave of absence with pay for
the year 1939-40 and be retired on pension in 1940.

With respect to the question of a general
reorganisation of the President's Office, there were
two views expressed at the meetings of the Committee:

(1) The President himself thought all that
was needed as assistance to him in his office
was a secretary and a stenographer.

(2) There was a general feeling among the
other members of the Committee that, having
regard to the many duties and responsibilities
placed upon the President and the varied
character of them, the time had arrived when
there should be an assistant to him who should
possess academic qualifications and to whom he
could delegate many of the details with which
he is now burdened.

After careful consideration the recom-
mendation of the Committee is that the President's

Leave of absence
to Miss
Patterson.

view be accepted at this time, that he be authorised to secure a stenographer; and that this arrangement be given a trial until some time late in the present year, when the Committee should be authorised to again review the situation and further report to the Board.

On behalf of the Committee

(Sgd.) W. G. Rundle

Chairman.

9 March, 1938

Pensions
Employees.

A Report of the Committee upon the Pension Scheme for the Administrative and Clerical Staff was read and adopted as follows:-

To the Board of Governors,
University of Toronto:

The undersigned, acting as a Committee upon the pension scheme for the administrative and clerical staff, have considered the question of the possible retirement of members of this scheme at an age earlier than that of seventy years provided by the present regulations. There was presented an application from Miss Berta M. Savage in this connection. Miss Savage is a clerical assistant in the department of Physics, she is now fifty-eight years of age, and began service in September, 1921. Your Committee deem it inadvisable to consider any departure from the existing regulations in this particular case, or similar cases, except under the most unusual circumstances, and beg to recommend that no change be made at the present time.

Respectfully submitted.

(Sgd.) M. A. Mackenzie

(Sgd.) C. G. Higginbottom

(Sgd.) C. D. Le Pan.

21 March, 1938.

Current
Expenditure

The Acting Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorised on 10th February, and the same was laid on the table.

Also his Estimate, under By-Laws Numbers 16, 50 and 64, of the amount required to defray current expenditure for the balance of the month of March and the first part of April. Ordered that an Accountable Warrant for Two Hundred and Sixty - Thousand Dollars (\$260,000) be issued to the Acting Treasurer.

Mr W. E. N.
Bell as
charitable,
re. request

Mr W. E. N. Bell was introduced by the President, and heard with regard to a pamphlet copies of which were left for the information of the Board which he had prepared, with special reference to funds for Medical Research under Dr Frederick Banting, showing to what extent a man may benefit his favorite religious, charitable or educational institution at a proportionately small cost to himself and his estate. The Board expressed their thanks to Mr Bell for his explanations.

Ordered.

The meeting adjourned at 5.30 p.m.

Minutes confirmed.

Mar 24th 1938

Francis Macdonald

Minutes of meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 24th March, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The Chancellor

The Hon. Dr. Bruce

Mr. McDermott

Mr. Justice Kelly

Mr. Osler

The President

Mr. Young

Mr. Wilby

Dr. Ruddle

Dr. Anderson

Mr. Gibson

The Acting Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Appoint-
ments-

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Miss Emma Wilson - an Assistant in the Library, from 1 May to 30 June, 1938 @ \$100. a month (vice Miss M. F. Hall, resigned)

S. O. Thompson - Assistant to Professor

Beavish in Chemistry for March, 1938 @ 150.

University Extension: Short Courses -

Extension Course in Public Administration,

25th to 27th April, 1938: Instructors:-

R. S. Collier	\$10.	A. E. Berry	\$10.
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J. Finkelman	- 10.	H. B. Campbell	- 10.
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W. S. Ferguson	- 20.	R. M. Dawson	- 10.
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Joseph E. Howes - \$10.

Leave of absence
to Prof. Cochrane.

Leave of absence for the Academic Year 1938-39 with salary was granted to Professor C. W. Cochrane of the Department of Classics.

Benefactions.
Prof. Miller.

Communications were presented and dealt with as follows:-

From Professor Lach Miller offering to the University his extensive collection of chemical

journals and books; which was accepted with thanks - the appreciation of the Board to be conveyed to Professor Miller for this generous donation.

S. A. C. &

athletic Assoc-
n
Athletic
for administration

From the Secretaries of the Athletic Association and the Students' Administrative Council jointly regarding the administration of the Students' Athletic fee of \$3.00 established this year, and setting forth the privileges by which the students benefit as a result thereof, which was read.

Alterations in
Hart House
for S. A. C.

From the Acting Warden of Hart House with estimates and plans regarding alterations in Hart House to provide additional accommodation for the Students' Administrative Council. Referred to the Property Committee for consideration and report; together with the question as to the source from which the funds therefor should be furnished.

Re purchase of
112 St. George
St. for use by
C. O. I. C. and
military
studies.

From the University contingent of the Canadian Officers' Training Corps as to the purchase by the Governors of the property No. 112 St. George Street to provide adequate accommodation for the C. O. I. C. and the Department of Military Studies, and stating that in the event of the purchase a suitable drill hall could be erected at an additional cost of \$14,000 to \$15,000 to be met from funds of the Corps.

Referred to the Property Committee.

Use of No. 86
Queen's Park
by Toronto
welfare
Council.

The President presented a request that the Toronto Welfare Council be permitted to use the upper part of the house No. 86 Queen's Park, who will share the expenses involved equally with the Housing Centre, the present occupants of the lower floor. Approval was given subject to the condition that any damages to the building would be restored by the organizations, and that the property would be available for the University upon three months' notice.

Re new
Chemical
building

The President, having again brought up the question of the urgent necessity for a new chemical building,

was given authority to confer with the Property Committee in the matter.

Other communications were presented as follows: -

Statutes
of Senate.

- From the Registrar transmitting for approval Statutes of Senate Numbers -
- 1384. Respecting the Jule and Jay J. Allen Award.
 - 1385. Respecting the David Dunlap Memorial Scholarships.
 - 1386. Respecting the Emerson Wickett Memorial Scholarship.
 - 1387. Respecting the Degree of Master of Commerce.
 - 1388. Respecting an amendment to the Statute respecting the School of Graduate Studies
 - 1389. Respecting certain amendments to the Consolidated Statutes of the Senate (revision of 1929)
 - 1390. Respecting the H. R. Bain Matriculation Scholarship.
 - 1392. Respecting the Calendar of the Faculty of Music for the session 1938-1939.
 - 1400. Respecting the Diploma in Aerial Navigation, and the course of instruction leading thereto, which Statutes having been severally read were approved.

Fees -
Master of
Commerce
Degree

It was authorised that each candidate for the degree of Master of Commerce should pay the same fees as if he were proceeding to the Degree of Master of Arts as set forth in Statute Number 1387.

Aerial
Navigation.

In connection with Statute Number 1400, the following schedule of fees was authorised (Aerial Navigation)

Annual tuition fee (including library and examination fees), if paid in full on or before 15th October \$150.

or -

1st instalment, on or before 15th October, 75.

2nd instalment on or before 15th January 76.

a penalty of \$1.00 per month to be imposed if fees are not paid on dates specified.

Students' Administrative Council fee:-

- 1st Year - - - - - 2.
- 2nd Year - - - - - 6.
- Athletic fee - annual - - - - - 3.

honoring
former
Presidents.

From the Registrar with the following report from the Executive Committee, which had been adopted by the Senate: -

To the Senate of the University of Toronto:

The Executive Committee has had under consideration a letter from the Acting Bursar dated February 11th, 1938, which was referred to it by the Senate for consideration and report.

The Committee met on February 22nd and again on March 8th. Professor Baker was present at the first of these meetings on the invitation of the Chairman.

After careful consideration the Committee begs to report that it was unable to discover a precedent for the naming of any bair after an individual, except where a financial consideration has been involved.

H. J. Gody,
Chairman.

It was moved by Dr. Rundle,
seconded by Mr. Gibson, and
Resolved -

That approval would not be given by the Board to the resolution of the Senate to which the above report refers.

Occupational
Therapy
Assoc.ⁿ
Street Fair

From the Toronto Association of Occupational Therapy requesting the use of the University property fronting on Devonshire Place for the purpose of holding its biennial Street Fair on June 16th, 17th and 18th next. The request was granted subject to the approval and control of the Athletic Association and the Superintendent of the University. The Board also approved of an application being made to the City Council for permission to close the street for the purpose as on former occasions.

Canada Life
Assur^y Co.
Staff - re use
of grounds.

From the Canada Life Assurance Co. Staff Association applying for the use of the Aura Lee Grounds for the Season of 1938. Granted on the same terms as prevailed last year.

Canadian
National
Recreation
Assocⁿ - re
use of front
lawn.

From the Canadian National Recreation Association (Cricket Section) making application for the usual playing privileges on the front lawn during the coming summer. The Superintendent and the Athletic Association approving, the request was granted on the same terms as last year, viz., \$50. for the season.

Printing &
Publication
Comm.

Upon the recommendation of the President the following were added to the Printing and Publication Committee:

Dean Brett

Professor F. C. B. Jeanneret

Professor H. G. Dries.

Indorsed
4.

The meeting adjourned at 5 p.m.

Minutes confirmed.

April 14th 1938

Arnell Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Lincolne Hall, on Thursday, 14th April, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	
The Chancellor	The President
The Hon. Dr. Bance	Mr. Mc Donnell
Mr. Baker	Mr. Justice Kelly
Mr. Joseph Flavell	Mr. Weilly
Mr. Ross	Mr. Gibson

Dr. Fennell

The Acting Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Welfare Council

arising out of the minutes there was read a letter from the Chairman of the Welfare Council of Toronto thanking the Board for accommodation granted to them in No. 86 Queen's Park.

Appointments

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Medicine -

Welfare Council

B. J. Bishop - Class Assistant, Hygiene and Preventive Medicine, from 1 April to 30 June, 1938 - @ \$100. a month (vice J. M. Conkili, resigned)

School of Nursing -

Miss M. Jean Wilson - Instructor in Nursing from 1 April to 30 June, 1938 - @ \$90. (vice Miss E. M. Stuart, resigned; and commencing from former date previous appointment as Residence Nurse at \$75. a month).

University Extension:

Workers' Educational Association -

Bona Laskin - Bulletins on the History
of Trade Unionism - \$ 50

J. G. Perold - Bulletins on Co-operation - 75.

S. S. Shami - " - Political Science - 50

and for training prospective leaders
for groups in Toronto and Guelph - 75.

Teachers' Classes -

D. J. McDougall. remuneration as Instructor
in History reduced by - - - - - 150.

and the following substituted therefor:

D. G. Creighton - \$ 75. R. A. Preston - 75.

Athletic Association -

Warren Stevens - appointment as Director
of Athletics was continued from 1 April,
1938, as permanent during the pleasure
of the Board, at such salary as may
be provided for the position in the
budget of the Association from time to
time.

B.
Bickensteth.

The President reported the receipt of a letter from
Mr. Bickensteth stating that his health had so much
improved that his physician was of the opinion that
he should be able to return to Toronto towards
the end of August.

E. R. Brown.

Upon the President's informing the Board that
Associate Professor E. R. Brown of the Department of
English had been offered a position in another
university, he was given authority to negotiate
with Professor Brown with a view to retaining
his services here.

Amendments
to Estimates.

Transfers in appropriations and additional votes were
granted as follows:-

Transfers:-

Hygiene:-

From unexpended balances in salaries - \$ 1,174.65

To 'Supplies and apparatus' - \$ 1,014.65

To 'Cleaner' - - - - - 160.

Health Service - men:-

From 'Surgical assistance and equipment' - 106.

To 'Medical and office supplies, etc' - - - - -

Additional -

University Press: -

For purchases of Microscopes

\$1,002.60

Benefactions:

The following donations were reported and were accepted with thanks and appreciation:

1) Carnegie Corporation

From the Carnegie Corporation of New York, a grant of \$550 to purchase equipment for Professor C. H. Best in connection with current research work in biophysics in the Department of Physiology on the excitability constants of isolated nervous tissue.

2) Public Speaking Association

From the Public Speaking Association the sum of \$50. to establish a bursary in University College for the session 1938-39.

3) Bequest of late Nellie Charlton.

There was also reported a notification from the Public Trustee of a bequest under the will of the late Nellie Charlton of the sum of Fifteen Hundred Dollars (\$1500) for the purpose of establishing a scholarship in University College in memory of her deceased daughter, Maude Charlton Gibson, the terms and conditions of said scholarship to be fixed by her son-in-law, John J. Gibson.

The Board were grateful for this bequest and instructed the Secretary to convey their appreciation of the same.

Communications were presented by the President and dealt with as follows:-

Proposed fee increases, School of Graduate Studies.

From the Registrar enclosing a schedule of fees in the School of Graduate Studies, showing proposed increases to become effective for the session 1938-39, and further increases for the session 1939-40.

Referred to the Finance Committee for consideration and report.

Social Service Council re sweepstakes.

From the General Secretary of the Social Service Council of Canada regarding their attitude in connection with the establishment of sweepstakes, and stating that he had been instructed to write the

Presidents of the leading universities of the country expressing the hope that they would see fit to convey to the Government their regret that such a proposal for the support of universities had ever been suggested, - which was duly read and laid on the table,

Other communications were presented as follows: -

Statutes of
Senate.

From the Registrar with Statutes of Senate for approval, Numbers -

1379 - Respecting the Calendar of the Faculty of Arts for the Session 1938-1939;

1381 - Respecting the Calendar of the Faculty of Applied Science and Engineering for the Session 1938-1939.

1394 - Respecting the Calendar of the Department of Social Science for the Session 1938-1939.

1395 - Respecting the Curriculum in Law for the Session 1938-1939.

which Statutes having been severally read were approved.

Canada
Permanent
Debentures

From the Canada Permanent Mortgage Corporation offering to renew for five years at $3\frac{1}{2}\%$ per annum a Debenture for \$100, maturing 1 May, 1938, which offer was approved and accepted (Glen Manor Old Girls)

The Board also approved of the renewal upon the same terms of a Debenture for \$500, maturing 1st June next if the Corporation are prepared to do so. (Gobeman Medal)

Claim for
injuries.
Mr Thomas.

From the Solicitor covering correspondence with Mr. E. T. Duggan, representing Mr. Isabel Thomas, regarding a claim on the part of the latter on account of injuries sustained as a result of being struck by a puck, while attending a hockey game at the University Arena, which was read

Report Number 205 of the Property Committee
was read, and upon motion of Mr. Gibson concurred
in as follows: -

The Property Committee begs to report to the
Board of Governors: -

Re purchase
of 112 St. George
St.

Whitney Bequest

Alterations
in Hart House
for S. A. C.

Additional
appropriation

Re new
chemical
building.

1. Your Committee took up for consideration
the request of the University of Toronto contingent
of the Canadian Officers' Training Corps that the
Board purchase the property No. 112 St. George Street
in order to provide adequate accommodation for
the Department of Military Studies and the C. O. T. C.,
which matter was referred to your Committee by
the Board. The C. O. T. C. are prepared to spend between
\$14,000 and \$15,000 on a drill hall to be erected on
the property. Your Committee recommends that
an offer of a sum not to exceed \$21,000 be made
for this property, and if accepted that the cost
be met out of the Whitney Bequest.

2. Your Committee has considered the matter
of the suggested alterations in Hart House, in order
to provide additional accommodation for the
Students' Administrative Council, and the source
from which funds for this purpose are to be
supplied. These alterations have been approved by
those committees of Hart House concerned, as well
as by the Sub-Committee of the Students' Administrative
Council. After considerable discussion

It was moved by the President,

Seconded by the Hon. Dr. Bruce,

And Resolved -

That authority for proceeding with
this work be given, and that an additional sum
of \$1,500, the estimated cost of the same, be voted
for the current year under the appropriation of
"Hart House Repairs and Renewals".

3. Following the authority given at the last
meeting of the Board, the President conferred with
your Committee regarding the necessity for a new
Chemical Building. Your Committee is of the opinion,
however, that until the Special Committee which was
appointed to make a survey and subsequent report
to the Board in this connection had submitted such

report no definite recommendation could be made,
 all of which is respectfully submitted.
 (Sgd.) John J. Gibson
 Chairman

7th April, 1938.

Proxies.

Notifications were received from the following companies regarding Annual General Meetings to be held and the signing of proxies in connection with the same -

The Canadian Pacific Railway Company
 The Consolidated Mining & Smelting Company
 The Economic Investment Trust Limited

After considerable discussion as to the advisability of forwarding proxies -

It was moved by Mr. Neilly,

Seconded by Mr. Osler,

And Resolved -

That proxies be authorised in the above cases.

Current Expenditure

The Acting Bursar presented his statement, certified by the Auditors, of the expenditure made by him from the Accountable Warrant authorised on 10th March, and the same was laid on the table

Dr

Also his Estimate, under By-Laws Numbers 16, 50 and 64 of the amount required to defray Current Expenditure for the balance of the month of April and the first part of May. Ordered that an Accountable Warrant for Two Thousand and Sixty Thousand Dollars (\$260,000) be issued to the Acting Bursar.

Estimates.

A. & C.

Athletic

Assocⁿ

The Estimates of the Students' Administrative Council, as also those of the Athletic Association, for 1938-39 were referred to the Finance Committee to be called for the 21st instant, at 3.30 p.m., to consider the University Estimates, &c.

Leibel-Hall
respirator.

American
Hospital
Supply
Corporation.

In connection with the patents which have been applied for regarding the Leibel-Hall respirator, the Chairman arranged to have Mr. Mc Gaw, President of the American ^{Hospital} Supply Corporation of Chicago, attend the meeting of the Board at 4.15 p.m. and explain his position in the matter. In addition to Mr. Mc Gaw there were present Sir Frederick Banting, Mr. Wheeler of Ingram & Bell, and the Assistant Superintendent, Mr. Bonus.

Mr. Mc Gaw assured the Governors that there was no intention of exploiting the respirator should authority be given his firm for the manufacture of the same, and in this connection Dr. Bruce stated that this firm was one of the most reputable in the United States. Sir Frederick Banting expressed himself as being very favourably impressed with the possibility as to the many uses of the respirator.

The Chairman then outlined the University's position, after which -

It was moved by Mr. Neilly,

Seconded by Mr. Gibson,

And Resolved -

That whereas on the authority of the University applications have been made to the Governments of Canada and the United States in the names of ~~the~~ Bernard Leibel and Dr. George Edward Hall for patents of the Leibel-Hall respirator jacket; and in the name of Otto Bundy for patents of an invention entitled "Bellows Oscillating Means," used in connection with the respirator unit:

And whereas all the rights inherent in such applications and all rights to the respirator, including the bellows action, have been transferred to the University of Toronto by Leibel, Hall and Bundy:

And whereas it is deemed inexpedient that the University should proceed with the applications for the issuance of patents;

And whereas the American Hospital Supply Corporation is desirous of proceeding with the manufacture of the respirator, provided there is reasonable protection against exploitation:

And whereas the American Hospital Supply

Corporation is willing to undertake the prosecution of the applications for the issuance of patent rights;

And whereas the Corporation has assured the Governors of the University of its intention to protect the public in the matter of price and quality of production:

It is now resolved that the University assign to the American Hospital Supply Corporation all its rights in the Leibell-Hall respirator, subject to the condition that if and when the patents are issued they shall be re-assigned to the University, on the understanding that the University shall issue to the American Hospital Supply Corporation an exclusive licence to develop, manufacture and sell the respirator in the United States of America, and through this Corporation Ingram and Bell Limited of Toronto shall have the manufacturing and selling rights in Canada, provided the sale prices of the respirator are considered fair by the Board after due consideration of developing, manufacturing and sales costs.

The Chancellor requested that his dissent to the resolution be recorded.

A Special Committee consisting of -

The Chairman

Mr. Neilly

Mr. Gibson

Sir Frederick Banting

Mr. Bonus

was then appointed to complete arrangements to be made in this connection.

Special
Committee
see above.

J. J. Gibson
Acting
Vice-Chairman

In view of the lengthy absence from the City of the Vice-Chairman, Dr. Russell,

It was moved by Mr. McDermott,
Seconded by Mr. Osler,

And Resolved -

That Mr. J. J. Gibson be named as
Acting Vice-Chairman during such absence.

variation in
retirement
ages - S.G.H.
+ University

The Chairman drew attention to the fact that there was a variation in ages for retirement of members of the staff of the Toronto General Hospital and of the University, and in order to bring about some uniformity this matter was referred to the Hospital Relations Committee for consideration and report.

Ind. 28th
4

The meeting adjourned at 5.15 p.m.

Minutes confirmed.
April 28th, 1938

W. B. Macdonald
Chairman.

Minutes of Meeting of the Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 28th April, 1938, at 4 p. m.

Present -

The Chairman (D^r Macdonald)

The Chancellor

Mr Mc Donnell

Mr Osler

The Hon. D^r Bruce

Mr Gibson

The President

Mr Justice Kelly

D^r Anderson

Mr Neilly

Mr Justice Rose

The Acting Bursar
was present as Secretary.

The minutes of the last meeting were read and confirmed.

S. C. C. in
Hart House

Arising out of the minutes there was read a letter from the Secretary - Treasurer of the Students' Administrative Council, thanking the Board for arranging for increased space for the Council's Office in Hart House.

Appoint-
ments.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Medicine -

Hygiene and Preventive Medicine:-

E. B. Strulthers - Special Instructor

for 1937-38

£100.

A. J. Bishop - Technician from

1 April to 30 June, 1938

@ 100. a month

(superceding previous appointment as "class Assistant", vide fol. 103)

Faculty of Arts -

P. Rowley - Laboratory Attendant

in Chemistry for May and June

@ 12. a week

Leave of
absence to
Miss Stennett

ick leave with full salary was granted to Miss Alice Stennett of the Library staff to 31st June next at which time she is to be retired on pension.

Bursary to
Miss L.
McBland

Upon the recommendation of the President a bursary of \$150. was granted to Miss Laurella McBland of the final year in medicine, from the fund for the current session.

Amendment
to Budget

A transfer of \$70. from the appropriation for office supplies, etc. to that for "Furniture, fixtures, etc." under the vote for "General Expenses" of the Faculty of Applied Science was granted upon the recommendation of the President.

Increase in
to G. Literary
+ Athletic fee

Also approval was given to the request transmitted to the President by the Principal of University College with the recommendation of the Council that the University College Literary and Athletic Society annual fee be increased from \$3. to \$4. per male student; and this increase was authorised to become effective with the opening of the session 1938-39.

Josiah Macy,
Jr. Foundation
donation to
Med. Research
Banting Funds

The President presented a letter from Sir Frederick Banting transmitting copy of a communication from the Josiah Macy, Jr. Foundation of New York to Dr G. E. Hall, as follows:-

April 25, 1938.

Dr G. E. Hall.

Department of Medical Research,
Banting Institute,
University of Toronto.
Toronto, Canada.

Dear Dr Hall:-

It gives me pleasure to notify you that this Foundation has made a grant in the amount of Three Thousand Six Hundred Dollars to the University of Toronto, Banting Institute, Department of Medical Research, in support of your investigations on neurogenic and hormonal influences upon the cardiovascular system.

It is our understanding that this grant will cover the academic year ending June 30, 1939, and provide stipends for three graduate students and a small sum for expenses in connection with the experimental animals.

The Foundation is making this grant without attaching any conditions thereto except that there should be a report of progress every six months, that there should be appropriate acknowledgment to the Foundation in publications resulting from the work supported by the grant, and that six copies of reprints of such publications be sent to the Foundation office. The preferred form of acknowledgment is as follows: "This investigation has been aided by a grant from the Josiah Macy, Jr. Foundation, New York."

In accordance with our usual procedure, we will make payments in two equal installments, on July 10, 1938, and January 10, 1939.

In order to complete our records, may we ask you to have sent to us a formal acceptance of this grant, on behalf of the University.

Sincerely yours,

(Sgd.) Lawrence K. Frank,

Assistant to the President.

The Board gladly accepted this donation and ordered that their very cordial thanks and appreciation of their action be conveyed to the Foundation.

The President's recommendation that the Superintendent of Buildings, Colonel Le Parr, be authorised to sign an application to the Hydro-Electric Power Commission of Ontario for electric service at the Survey Camp, Gull Lake, was concurred in.

Statutes of Senate Members.

1380 - Respecting the Calendar of the Faculty of Medicine for the Session 1938-39;

1391 - Respecting the Calendar of the Faculty of Forestry for the Session 1938-39

as transmitted by the Registrar for approval, were read and approved.

The Chairman and the Acting Bursar were authorised to sign the form of proxy in the names of H. V. Loughton and H. A. Clarke, or either of them, for the Annual General Meeting of the Leaside Engineering Company Limited, to be held on May 10th.

Finance

Comm. report

Report Number 128 of the Finance Committee

was read and upon motion of Mr. Osler concurred in as follows:-

The Finance Committee begs to report to the Board of Governors:-

1- Your Committee has considered the matter referred to it by the Board on 9th December, 1937, regarding the delivery to the University by the Toronto General Trusts Corporation on 28th February last of certain securities in connection with the Colonel R. W. Leonard Request, and the relation of the Executor's valuations attached thereto at the time of the distribution of these securities as compared with the market quotations on 21st April, 1938, which are as follows:-

		Executor's Valuation	Market Quota- tion at 21 st April, 1938.
Imperial Bank of Canada	2 shares	\$196.00	\$199 - 200
Toronto General Trusts Corporation	56 "	120.75	75 - 79
Consumers' Gas Company	2 "	197.00	183 - 184 1/4
Canadian Pacific Railway Company	228 "	14.84	6 3/8 - 6 5/8
Imperial Oil Limited (Common)	58 "	18.00	17 5/8 - 17 7/8
Wm. Neilson Limited (Common)	316 "	10.00	5.
International Petroleum Company Limited (Common)	378 "	20.51	25 7/8 - 26 1/4
Consolidated Mining and Smelting Co. (Common)	156 "	49.00	55 1/8 - 56
Economic Investment Trust Limited (Common)	14 "	30.00	28 - 36
Dominion of Canada 4 1/2% Bonds, due 1 Nov. 1958	\$8,000	109.50	112.25
Mossey Harris Co. Ltd., 5% Sinking Fund Gold Debtenture, due 15 Oct, 1947.	\$1,000.	95.00	96.50
Latineau Power Co. 6% Debtenture, due 1 April, 1941	\$1,000.	100.25	100 1/2 - 101

Valuation of
securities re
K.W.L. Leonard
Request.

Your Committee recommends that the Executor's valuations as listed be continued.

2. In view of the unusually low fees prevailing in the School of Graduate Studies the President, after conferring with the Registrar, and with the approval of Dean Brett, has recommended certain increases in fees for the various courses. After considering the matter at length your Committee recommends to the Board the adoption of the modified figures and accordingly submits the following schedule of fees, to come into effect with the opening of the session 1938-39, and a further revision to become effective with the session 1939-40:-

		Existing Fee	Fee for 1938-39	Fee for 1939-40
Doctor of Philosophy:				
Tuition	1 st Year	\$75.	\$100.	\$125.
	2 nd + 3 rd year, each	50.	75.	75.
Master of Arts:				
Tuition		75.		
changed to -				
Master of Arts:				
Master of Commerce:				
Tuition			100.	125.
Graduate Students not proceeding to a degree:				
Registration	Session	5.	changed to: each year - \$5.	
	Term	5.		
Tuition - for a course in				
any one subject	Session	10.	25.	25.
	Term	5.		
Maximum tuition fee,	Session	75.	100.	125.
	Term	40.		
Auditors permitted to attend one or more courses by the department concerned:				
Registration	Session	5.	changed to - each year - \$5.	
	Term	5.		
Tuition - for a course in				
any one subject.	Session	10.	25.	25.
	Term	5.		
Maximum tuition fee,	Session	75.	100.	125.
	Term	40.		
Master of Applied Science:				
Master of Architecture:				
Tuition		75.	100.	125.

	Existing Fee	Fee for 1938-39	Fee for 1939-40
Doctor of Pedagogy:			
Tuition for regular session	\$ 50.	\$ 75.	\$ 75.
Tuition for summer session or late afternoon session, each session	25.	50.	50
Master of the Science of Forestry:			
Tuition	75.	100.	125.
Master of the Science of Dentistry:			
Tuition	75.	100.	125.
Master of the Science of Agriculture:			
Tuition	75.	100.	125.
Master of Veterinary Science - Tuition	75.	100.	125.
Doctor of Veterinary Science - Tuition	75.	100.	125.

It is also recommended that after the word "registered" in the first line of the following paragraph there be inserted "in courses for which credit will be granted towards degree"!

Exemption
from fees.

Those students registered in the School of Graduate Studies, who hold teaching or research appointments on the University staff or in a federated or affiliated institution, or who hold appointments on the staff of any hospital supplying clinical facilities for University students, may receive an exemption of \$25. of the tuition fee prescribed for the courses in which they are enrolled.

Estimates:

Plant House

S. A. B.

Athletic Assocn.

Conservatory
of Music

3. Your Committee also submits the Estimates for the fiscal year 1938-39 of Plant House, the Students' Administrative Council, the Athletic Association (the latter including the revised Estimates of 1937-38), and the Toronto Conservatory of Music, as transmitted by these respective bodies, and recommends the same for the approval of the Board.

Bonus to
E. A. MacDonald
of S. A. B.

In connection with the Students' Administrative Council the President recommends, and your Committee concurs in such recommendation, that Mr. E. A. MacDonald, the Secretary-Treasurer, be paid a bonus of Two Hundred Dollars (\$200) for the current year 1937-38.

HART HOUSE
UNIVERSITY OF TORONTO

Estimates for Year - July 1st 1938 to June 30th 1939

Expenditure	Revenue	
	1938 - 1939	1937 - 1938
Salaries and Wages	\$ 62,100.00	\$ 50,500.00
Depreciation	2,800.00	
Operating Renewals	4,000.00	5,600.00
Repairs and Alterations	3,000.00	800.00
Operating Expenses	5,500.00	2,000.00
Office Expenses	2,600.00	700.00
Committee Expenses	2,100.00	900.00
Pension Fund	2,600.00	400.00
Interest on Loan - Building Extension	200.00	3,500.00
Sundry Expenses	3,500.00	100.00
Provisions	26,500.00	200.00
Operating Surplus	3,800.00	5,600.00
	\$118,700.00	\$121,400.00

Fees - Membership
Recoverable Expenses:
Gymnasium Wing \$4,200.00
Faculty Union 1,400.00

Barber Shop
Billiard Room
Guest and Staff Rooms
Special Revenue
Interest and Discounts
Tuck Shop
Pack Shop
Apple Machines
Miscellaneous Revenue
Sale of Meals

1937 - 1938:
Actual amounts for 7 months - July 1st 1937 to January 31st 1938
Estimated amounts 5 months - February 1st 1938 to June 30th 1938.

Your Committee met on April 21st and again on the 26th, and a further meeting has been called for May 2nd to continue consideration of the main University Estimates. In the meantime the recommendations regarding the foregoing matters already dealt with are submitted in this interim report for the Board's approval.

(sgd.) F. G. Osler.
Chairman

26th April, 1938.

HART HOUSE
UNIVERSITY OF TORONTO

Details of Salaries and Wages
1938-1939
Estimates

Position	Allowances	Amount
General House		
Warden	Room and Meals	\$ 4,500.00
Comptroller	Meals on Duty	3,600.00
Assistant Comptroller	"	1,620.00
Secretary	Room and Meals	1,440.00
Assistant Secretary	Meals on Duty	2,550.00
Accountant	"	996.00
Bookkeeper	"	5,340.00
Stenographers (4)	"	2,000.00
Houseman	"	13,654.00
Attendants and Cleaners		1,500.00
Nightwatchman		1,300.00
Staff Meals		\$38,500.00
Dining Hall		
Superintendent	Meals on Duty	\$ 3,600.00
Clerk	"	1,200.00
Stenographer	"	600.00
Storeman & Assistant (Ticket Collector	"	1,600.00
General Kitchen Help and Waitresses	"	16,600.00
		\$23,600.00
	TOTAL	\$62,100.00

February 14th 1938.

OF

THE STUDENTS' ADMINISTRATIVE COUNCIL

1937-38

1. A Comparison - (a) of 1936-37 Actual to 1937-38 Actual.
- (b) of 1937-38 Budget to 1937-38 Actual.
2. Budget Estimate for the year 1938-39:

Exhibit A - Administration and Control.
B - Torontonensis.
C - Varsity.
D - Handbook.

March 31st, 1938.

E. A. Macdonald,
General Secretary-Treasurer.

The actual figures for the year 1937-38 as shown in the following statement indicate a much more satisfactory financial condition for this year than was estimated in the budget, and shows a large increase over the surplus on the net of the year 1936-37.

The net operating surplus for the year is approximately \$190. The estimated surplus in the budget was \$232. The surplus for this year had been arrived at by deducting the cost of the Convocation Garden Parties for this year of \$575 and the grant to the University Symphony Orchestra of \$100 together with a grant of \$150 towards the Conference at Winnipeg, held in December, 1937, which were not included in the 1937-38 budget. All expenses of the now non-existent Women's Committee are now included under sundries.

There is a very noticeable increase in the revenue from advertising in the Varsity over last year. Last year's revenue from Varsity advertising also showed an increase over the year previous. The fact that commissions are no longer paid on advertising in any of the publications is responsible for the reduction in expenditure in the Varsity, Torontonensis, and the Students' Handbook.

In addition to the actual figures as shown for the past year, new uniforms were purchased for the University of Toronto students' band, at a total cost of \$1486. This was a capital expenditure. Another \$1000 was added from surplus to the Undergraduate Loan fund, bringing the total fund up to \$8500. Satisfactory repayments having been made, it was possible this year to loan \$3385.

The Council again undertook to pay this year for one-half the cost of printing the University Directory of Staff and Students at a cost of \$753. The amount of \$630 has again been provided in the budget as a grant to the Sporting Activities Committee to send the team to the three out-of-town games with the Rugby team at London, Kingston, and Montreal.

Included in the budget for next year is the amount of \$100 for the undergraduate employment Bureau which has been functioning most satisfactorily and has been providing a very real help to a large number of students. This activity shows ever-increasing importance one of the most important functions of the Council. The one hundred dollars budgeted is to provide for the cost of cards, supplies, letters, and extra help which the operation of the Bureau will entail.

It should be recalled here that certain former students, now established in business, and have benefited by the services of the Council, particularly in the Loan Fund, the employment Bureau and our Housing Service, have given entirely unsolicited sums of money to the Secretary-Treasurer, totalling approximately \$200, to be given as gifts without obligation to students and, in his opinion, are worthy of such assistance. This was seen as the greatest benefit this year and there is every indication that this fund will continue to grow in the future.

It seems reasonably certain that increased accommodation will be provided in Hart House for the affairs of the Students' Administrative Council, and it is most probable the Council will be asked to share the expenses for this accommodation. If such is the case, this would be a direct charge on capital.

ADMINISTRATION AND CONTROL

	1936-37 Actual	1937-38 Budget	1938-39 Actual
REVENUE:			
Fees from Eurusar	11214.00	11600.00	10900.00
Direct	846.00	800.00	810.00
Fees held by Eurusar re Salaries	4060.10	4400.00	4600.00
Interest on Investments	880.50	835.00	857.35
	<u>16307.50</u>	<u>17135.00</u>	<u>16475.35</u>
EXPENDITURE:			
Salaries	8705.85	7095.00	6061.75
Grants - Committee on Sporting Activities	360.00	650.00	650.00
- Literary and Debates - Men	60.00	100.00	60.00
- Women	20.00	50.00	30.00
- Committee on Women's Affairs	32.69		
- University Press Committee	60.00		
- University Symphony Orchestra	36.50	100.00	100.00
H.F.C.U.A. (3¢ per student)	239.78	260.00	232.27
H.F.C.U.A. Debates	125.84	100.00	13.74
Australian Recorders	26.00	36.00	60.64
Literary League, Varsity Prizes	82.10	100.00	36.00
Dinner, A.I.C. to Varsity	10.00	15.00	100.00
Death, Soldiers' Tower	532.00	200.00	15.00
Audit	160.65	180.00	200.00
Telephones	106.81	110.00	172.40
Stamps	601.24	375.00	104.40
General Office Expenses	481.07	300.00	291.08
Cundry	737.31	735.00	410.00
Students' Directory	582.50		756.00
Convocation Garden Party	53.00	100.00	575.00
Undergraduate Employment Bureau	17.52		47.00
Depreciation on Furniture and Fixtures	<u>10223.50</u>	<u>10623.00</u>	<u>17.52</u>
Gross Surplus	6165.29	6547.00	6414.21
Less Amount for Publications	5527.00	5560.00	4171.75
Add Profit on Redemption of Bond	658.39	885.00	1243.16
	<u>671.99</u>		
Ring and Pin Advertising	236.92		
Net Surplus	<u>428.06</u>	<u>882.00</u>	<u>121.40</u>
			<u>852.20</u>

VANESSITY

	1976-77 Actual	1977-78 Budget	1977-78 Actual	1978-79 Budget
REVENUE:				
Advertising	3488.53	5554.00	3705.28	5554.00
Subscriptions	43.03	20.00	43.00	20.00
Subsidy	10.03	10.00	10.00	10.00
	3541.59	5584.00	3817.28	5584.00
EXPENDITURE:				
Printing	9483.00	5870.00	4045.85	6000.00
Editorial Expenses	104.18	150.00	134.30	150.00
Advertising Costs	173.84	150.00	146.34	150.00
Staff Salaries	1351.00	1350.00	1375.70	1351.00
Advertising Commission (Agency)	132.13	150.00	540.58	150.00
Stamps	80.00	85.00	75.00	80.00
Bicycle	1.50	20.00	7.20	20.00
Staff Party	75.00	75.00	75.00	75.00
Mail ing Blots	50.00	55.00	50.00	55.00
Travel Expenses and Supplies	137.53	145.00	114.87	145.00
Editorial Editor's Travelling				
Allowance	100.00	100.00	100.00	100.00
Fees	90.70	100.00	100.00	100.00
Illustrations	37.93	85.00	80.88	85.00
Advertising	14.00	50.00	21.00	50.00
and costs written off from				
previous years	11.00	50.00	37.13	50.00
Sundry	26.17	35.00		35.00
	4474.03	4375.00	4709.80	4741.00
AMOUNT AVAILABLE TO VANESSITY FOR:	3430.40	4146.00	1850.44	3441.00

TOTAL COMPARABLE

REVENUE:

Advertising	1937-37 Actual	1937-38 Budget	1937-38 Actual	1938-39 Budget
Space Contracts	500.00	500.00	450.00	450.00
Subscriptions	4435.50	4400.00	4537.00	4400.00
Sundry	450.00	450.00	612.00	450.00
	94.67	85.00	58.50	50.00
	=====	=====	=====	=====
	5000.17	3415.00	3657.50	3400.00
	=====	=====	=====	=====

EXPENDITURES:

Printing	1727.10	3000.00	279.64	1700.00
Advertising	1512.00	1650.00	1508.60	1550.00
Advertising Agencies'	646.66	600.00	805.75	700.00
Commissions	6.15	10.00		10.00
Editor's Salary and Bonus	115.00	115.00	115.00	115.00
Photographic Costs	75.15	25.00	75.00	75.00
Staff Party	28.15	40.00	18.35	20.00
Stamps		5.00	5.00	0.00
Advertising	112.80	100.00	184.21	100.00
Sundry Expenditures	61.42	100.00	71.50	100.00
	=====	=====	=====	=====
	5585.45	5945.00	4960.57	5285.00
	=====	=====	=====	=====
	7055.28	5520.00	1736.07	5145.00
	=====	=====	=====	=====

AMOUNT TO BE MADE UP FROM FEES:

HANDBOOK

	1936-37 Actual	1937-38 Budget	1937-38 Actual	1938-39 Budget
<u>General Fund</u>				
Administration	\$ 1204.00	\$ 1200.00	\$ 1195.00	\$ 1200.00
General Expenses	41.00	50.00	72.00	41.00
	<u>\$ 1245.00</u>	<u>\$ 1250.00</u>	<u>\$ 1267.00</u>	<u>\$ 1241.00</u>
<u>Special Fund</u>				
Printing	\$ 132.48	\$ 1300.00	\$ 1301.04	\$ 1300.00
Comptroller's Agency	1.40	5.00	0.15	10.00
Library Expenses		0.00		10.00
Advertising	20.00	75.00	40.00	20.00
	<u>\$ 183.88</u>	<u>\$ 1380.00</u>	<u>\$ 1341.19</u>	<u>\$ 1340.00</u>
Total	\$ 1428.88	\$ 2580.00	\$ 2538.19	\$ 2581.00

UNIVERSITY OF TORONTO ATHLETIC ASSOCIATION
Revised Estimates 1st July, 1937 to 30th June, 1938

	Estimated 31st March 1937		Revised 31st March 1938	
	Expenditures	Receipts	Expenditures	Receipts
Sundry Receipts		\$ 450.00	\$ 2500.00	\$ 650.00
Office & General Expenses	\$ 2000.00		200.00	
" " Equipment				
Grounds:				
Receipts from Rentals		6500.00	7800.00	9600.00
Maintenance	6500.00		825.00	
Repairs to Stand, Sodding			900.00	
Fencing and Gates				
Arena:				
Receipts		17500.00	17000.00	19500.00
Maintenance	15000.00			
Increased radiation,			800.00	
plumbing, etc.			2600.00	
Interest on Loan	2600.00			
Outdoor Rink (profit)		2000.00		8500.00
Towel and Laundry	1400.00	3000.00	1650.00	2800.00
Salaries:				
Secretary				5500.
Ath. Dir'r				4000.
Accountant				2700.
Sten'gph'r				1250.
Jr. Clerk				505.
				(9 1/2 months)
Pensions Fund:	14050.00		13955.00	
Contributions to	1335.00		1395.00	
Medical Services	1500.00		1500.00	
Hugby Club	8750.00	27500.00	8380.00	33846.00
Track	300.00	250.00	225.00	
L.J. O'Connor o/a trans-				
portation to British				
Empire Games			181.00	

Tennis	200.00	75.00	228.00
Soccer	525.00		495.00
Harrier	200.00		230.00
Golf			31.00
Hockey	3500.00	2000.00	4175.00
Swimming & Water Polo	600.00	50.00	525.00
Rowing	1500.00		1600.00
Basketball	1200.00	100.00	1100.00
B.W. & F.	700.00	150.00	665.00
Gymnastics	200.00		200.00
English Rugby	265.00		257.00
Guarantees to Visiting Teams			500.00
Trophies	650.00		650.00
Trophy Case	200.00		210.00
Annual Dinner	300.00		415.00
Estimated Deficit		3900.00	
	<u>\$63,475.00</u>	<u>\$63,475.00</u>	
Athletic Fee: Received from Board of Governors			16000.00
Expended: Gymnasium Expenditures			
U. of T. Women's A.A.			
Affiliations, Instr'tns. etc.			
Marshals at Games, Advt'g,			
Printing, etc.			
			<u>4000.00</u>
Transferred to Trust Account			
			<u>75192.00</u>
			<u>10000.00</u>
Surplus on year			
			<u>85192.00</u>
			<u>6685.00</u>
			<u>\$91,877.00</u>

UNIVERSITY OF TORONTO ATHLETIC ASSOCIATION
Estimates July 1st, 1938, to June 30th, 1939

REVENUE

General

Grounds	\$ 6500.00
Arena	17500.00
Out-door Rink (profit)	3000.00
Towel and Laundry	3000.00

EXPENDITURE

Grounds Maintenance	\$ 7000.00
" Structural Repairs	800.00
Arena Maintenance	16000.00
" Interest on Loan	2200.00

Towel & Laundry Expense	1500.00
Office Expenses	2000.00
Advertising	750.00

Salaries: (<i>Present salaries in Red</i>)	
Secretary	5500. 5700.
Ath. Dir.	4000. 4500.
Accountant	2700. 2850.
Clerk 12 months	720.
Sten'gr 2 mos.	208.
" 10 1/2 "	875.

14653.00

Pensions Fund	1350.00
Medical Services	1500.00

\$47753.00

Receipts from Games:

Rugby	30000.00
Hockey	650.00
Sundry Receipts	750.00
	<hr/>
	61400.00

Athletic Clubs:

Rugby	8750.
Track	800.
Tennis	250.
Soccer	500.
Hockey	100.
Hockey	3500.
Swim. & W. Polo	700.
Rowing	1500.
Basketball	1100.
B. V. & F.	1000.
Gymnastics	50.
Eng. Rugby	450.
Athletic Awards	700.
Ath. Dinner	350.
Guarantees to visiting teams	500.

20250.00

Athletic Fee
(based on a registration
of 5000 students)

15000.00

Gymnasium: Expenses for evening
activities
Women's Ath. Ass'n: Grant
Affiliations: Golf & Riding)
clubs)
Expenses: Golf, Riding &)
Skiing)
Instruction: Golf, Riding &
Figure Skating
Expenses incidental to Fee
privileges

1550.
750.
800.
500.
600.

4200.00

\$72203.00

4197.00

\$76400.00

Estimated surplus

\$76400.00

STATEMENT OF REVENUES 1937-38 and 1938-39
Grand Statement 1936-37

	Actual 1936-37	Budget 1937-38	Budget 1938-39
Main School - Deficit	Dr. 28,743.49	Dr. 38,810.00	Dr. 38,915.00
Residence - Deficit	Dr. 977.21	Dr. 1,350.00	Dr. 1,350.00
Examinations - Surplus	Cr. 47,082.94	Cr. 48,450.00	Cr. 48,450.00
Academy - Deficit	Dr. 506.01	Dr. 1,000.00	-
Branches - Surplus	Cr. 2,082.72	Cr. 1,750.00	Cr. 1,000.00
Deficit	Dr. 10,093.05	Dr. 8,360.00	Dr. 14,695.00

MAIN SCHOOL REVENUES ACCOUNTS	Actual 1936-37	Budget 1937-38	Budget 1938-39
Tuition fees received	27,500.00	29,000.00	29,000.00
Teachers' Portion (80%)	70,125.46	72,600.00	79,200.00
Conservatory's Portion	19,700.00	18,400.00	19,800.00
Organ Practice	550.00	550.00	500.00
Piano Practice	3,033.25	3,000.00	3,000.00
Piano Rentals	1,188.00	1,200.00	1,100.00
Sheet Music	2,982.25	1,600.00	2,500.00
Royalties	2,040.00	2,500.00	2,500.00
Ball Rentals	978.00	800.00	500.00
Rental of Residence	1,500.00	1,500.00	1,500.00
17 Palmer Rd.	290.23	400.00	-
Cafeteria Rental	247.00	250.00	270.00
Outstanding Credits	1,066.69	-	1,000.00
Cundry Revenue	15.03	-	-
Total Revenues	134,635.19	130,310.00	137,870.00
Total Expenses	78,276.62	65,310.00	72,185.00
Deficit	37,743.49	38,800.00	38,915.00

MAIN SCHOOL EXPENSES	Actual 1936-37	Budget 1937-38	Budget 1938-39
Salaries, Administrative	29,800.49	28,000.00	29,000.00
E. C. Ferguson (Union)	1,000.00	1,000.00	1,000.00
Printing and Stationery	827.80	800.00	850.00
Postage	476.44	600.00	500.00
Advertising	3,273.07	3,000.00	3,000.00
General Expenses	1,730.36	1,500.00	1,500.00
Year Book	1,442.40	450.00	750.00
Monthly Bulletin	175.89	200.00	250.00
Free Advertisements	3,441.70	4,000.00	3,775.00
Phone Hire	2,200.00	1,900.00	2,250.00
Organ Repairs & Makeup	272.23	600.00	600.00
Piano Tuning and Repairs	100.23	600.00	600.00
Depreciation - Pianos	760.75	750.00	750.00
do - Other Instruments	40.29	40.00	40.00
do - Library	35.45	35.00	35.00
Insurance	1,421.75	1,500.00	1,950.00
Building Repairs	2,629.64	1,500.00	1,700.00
Heating	3,105.62	2,900.00	3,000.00
Lighting	1,142.91	1,200.00	1,200.00
Water	180.21	150.00	150.00
Telephones	775.22	750.00	800.00
Carpetmakers' Fees	3,021.00	3,550.00	3,550.00
do Supplies	761.40	750.00	750.00
Depreciation - Furniture	1,302.05	-	-
Interest on Debentures	8,925.00	8,925.00	7,375.00
Discount on Debentures	510.00	510.00	510.00
Amortization of Debentures (1% of \$25,000.00)	-	-	2,500.00
Bank Interest	8.33	500.00	50.00
Mad Debt	Cr. 100.13	300.00	300.00
Conservatory Scholarships	1,14.50	1,000.00	1,200.00
Senior School	-	-	2,000.00
Summer School Expenses (est)	-	-	1,200.00
	78,276.62	65,310.00	72,585.00

Actual
1936-37

Budget
1937-38

Budget
1938-39

120

Programs, Ushers, etc
Annual Concerts
Conservatory Orchestra
Junior Orchestra
Conservatory Choir - Grant
Conservatory String Quartet
- Grant
Classes - Less Fees
Faculty Committee
Fees for Attending Concerts

227.31
1,140.00
500.12
174.44
100.00
250.00
910.00
22.88
15.00

450.00
500.00
700.00
300.00
-
250.00
1,075.00
25.00
-

500.00
1,200.00
250.00
250.00
-
300.00
1,000.00
25.00
-

13,441.70

14,000.00

13,750.00

Residence

Actual
1936-37

Budget
1937-38

Budget
1938-39

Fees Received

112,784.05

112,100.00

112,000.00

Expenses

Salaries & Wages
Rent, Light, Phones, Water
Cost of Food
Rent
Supplies

2,132.75
2,031.96
7,100.32
1,500.00
550.63

2,400.00
1,200.00
7,000.00
1,500.00
650.00

2,500.00
2,500.00
7,000.00
1,500.00
650.00

Total Expenses

113,761.26

13,350.00

13,250.00

Deficit

977.21

1,200.00

1,250.00

ELIMINATIONS

Actual
1936-37

Budget
1937-38

Budget
1938-39

Fees Received - Ontario
do Western

22,254.36
25,715.04

21,000.00
26,000.00

21,000.00
25,000.00

137,970.38

137,000.00

136,000.00

Expenses

Jubilee Scholarships
Head Office Salaries
Annual Syllabus
Advertising
Postage
Printing & Stationery
Telephone & Sundry Exps.
General Travelling & Promotion
Expenses

700.00
5,257.89
2,136.07
545.08
1,517.89
1,296.46
450.87
-

700.00
6,000.00
1,500.00
1,500.00
1,425.00
1,000.00
500.00
500.00

-
5,000.00
1,125.00
1,300.00
1,300.00
1,200.00
500.00
1,000.00

12,532.56

13,000.00

11,250.00

Examiners' Fees & Expenses
Local Centre Expenses

13,434.91
4,799.87

12,900.00
4,500.00

13,000.00
4,300.00

13,204.82

17,300.00

13,300.00

30,637.44

30,500.00

30,450.00

Surplus

227,932.94

226,450.00

225,250.00

PRINCIPALS

Revenue

Tuition Fees Received
Teachers' Portion (60%)

125,550.37
37,520.77

100,000.00
14,500.00

100,000.00
41,400.00

Conservatory's Portion

14,229.60

15,500.00

16,000.00

Piano Practice

-

50.00

50.00

Total Revenue

16,229.60

15,550.00

16,050.00

Expenses

Administrative Salaries
Principals' Remuneration
Rents
Pianos, Phones, Rent, Light

1,455.19
15,252.36
-

1,300.00
2,500.00
2,000.00
3,700.00

1,200.00
2,500.00
2,000.00
4,000.00

Total Expenses

14,403.55

13,430.00

17,400.00

Surplus

1,826.05

1,720.00

1,000.00

THE UNIVERSITY OF TORONTO
(University of Toronto)

Salary Schedule		Per Annum	Per Month
Mr. Ernest Macmillan	Principal	\$4000.00	\$333.33
James T. Lee	Executive Officer	1000.00	83.33
Anna Macmillan	Accountant	1000.00	83.33
M. E. Smith	Supv. of Buildings	1000.00	83.33
Marion L. Smith	Assistant Secretary	1000.00	83.33
L. Smith	Secretary to Principal	1000.00	83.33
Office Staff			
Flora M. Macmillan	School Secretary	1000.00	83.33
Marion T. Lee	Teacher	1140.00	95.00
James T. Lee	Assistant Secy.	1140.00	95.00
Marion L. Taylor	General Ledger & Correspondent	1140.00	95.00
Marion T. Lee	Students' Accounts	1000.00	83.33
Marion T. Lee	Blackboard Operator	840.00	70.00
Marion T. Lee	Students' Library Sec.	840.00	70.00
Marion T. Lee	Stenographer & Librarian	840.00	70.00
Administration Staff			
F. C. Macmillan	Gen. Registrar	900.00	75.00
Marion T. Lee	Asst. to Registrar	1000.00	83.33
Marion T. Lee	Clerk	840.00	70.00
Marion T. Lee	Clerk	840.00	70.00
Residence			
L. Macmillan	Superintendent	700.00	58.33
Marion T. Lee	Asst.	504.00	42.00
Maids		1000.00	83.33
Hospital Building & Services			
Miss Macmillan	Principal and Sr. Supervisor	1000.00	83.33
Marion T. Lee	Teacher & Clerk (Inc. Sr. Sec.)	1000.00	83.33
Marion T. Lee	Teacher & Clerk	1000.00	83.33
Marion T. Lee	Careworker (Hospital only)	900.00	75.00
Cleaning & Vegetating Staff - Main Building		4740.00	395.00
M. E. Macmillan - General	General Registrar	1000.00	83.33

Miss Russell
re School of
Nursing.

There was presented a further request from Miss E. K. Russell, Director of the School of Nursing, that the matter of the future of the School be given immediate re-consideration in view of the inquiry as to the possibility of obtaining Canadian co-operation in modernizing the nursing system in Greece, and especially through the School of Nursing of the

University of Toronto, as set forth in the following letter:-

Office of
The Under-Secretary of State
for External Affairs.
Canada.

Ottawa, 30th March, 1938

Dear Miss Russell:

Greece - re
nursing
system in

We have been approached in an unofficial way as to the possibility of obtaining Canadian co-operation in modernising the nursing system of Greece. It was pointed out that a new Nurses' Training School is being established in Greece under the immediate direction of a Board of Technical Advisers composed of representatives of the Rockefeller Foundation, the Women's Hospitals and the Medical Council, and that it would be very gratifying if three nurses from Canada, and especially from the School of Nursing of the University of Toronto, could be persuaded to go and take charge of this new Training School. One of the nurses should be a person qualified both by age and experience to act as Superintendent of the School, the other two would act as assistants.

The Greek authorities would also like to send eight Greek girls to Canada to take a course of training at your School of Nursing, which would enable them later to become instructors in the proposed training school.

I should, therefore, appreciate it if you could advise me as to the following points:

(1) Would the school be prepared to recommend three suitable nurses who would be willing to proceed to Greece under three-year contracts to organise and direct the new nurses' training school?

(2) What remuneration, allowances, etc., would be expected under such contracts?

(3) Would the school accept eight Greek girls as students, and if so, what are the entrance conditions, tuition fees and probable cost of living for such students?

These students, I am informed, would be carefully selected and should be capable of taking advantage of their educational opportunities.

The desire was expressed that the enquiry might be considered unofficially for the present.

Yours sincerely,
(Sgd.) O. D. Shelton
Under Secretary of State
for External Affairs.

Miss E. K. Russell, B. A., B. Paed.,
Director, School of Nursing
University of Toronto,
Toronto.

Special
Committee
re above

The following Committee was appointed, to meet on Thursday, May 5th, at 4 p.m. to go into this matter and report to the Board:

The Chairman of the Board

The President

Dr. H. B. Anderson (Chairman)

Mr J. J. Gibson

The Hon. Dr Bruce

Mr L. G. Mc Donnell.

Indat'd.
a.

The meeting adjourned at 4.40 p.m.

Minutes confirmed.

May 12th 1938

H. B. Anderson
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Chinese Hall, on Thursday, 12th May, 1938, at 4 p.m.

- Present -

The Chairman (Dr Macdonald)

The President

Mr R. O. McCulloch

Mr Asker

The Hon. Dr Kelly

Dr Anderson

Mr Gibson

Mr Mc Dougall

Mr Mc Donnell

The Hon. Dr Bruce

Mr. Young

Chief Justice Fong

Sir Joseph Howells

The Acting General was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the

Report of the Special Committee on the School of Nursing was read as follows:-

To the Board of Governors:

Gentlemen:-

The Special Committee appointed by you on 28th April to re-consider the question of the future of the School of Nursing has held a meeting, at which there were present:-

The Chairman of the Board

The President

Dr H. B. Anderson (Chairman)

Mr. J. J. Gibson

Mr. J. G. Mc Donnell

Dr J. G. Fitz Gerald

Miss E. K. Russell

Consideration was given to a communication from the Under-Secretary of State for External Affairs for Canada regarding the possibility of obtaining Canadian co-operation in modernizing the nursing system in Greece, and the appointment of three nurses from Canada, preferably from the University of Toronto; also the sending of eight Greek girls to train at the University of Toronto School of Nursing.

The Board of Governors have already made provision for \$7,500 for each of the years 1937-38 and 1938-39 as follows:-

committee on
school of
nursing.

nursing
system in
Greece

	<u>University Subsidy</u>	<u>Rockefeller Foundation Grant.</u>	<u>Fees and Residence Dues.</u>	<u>Total.</u>
1937-38	\$ 7,500.	\$ 10,000.	\$ 28,000 (approx.)	\$ 45,500
1938-39	7,500.	\$ 10,000.	28,000.	45,500.

The following amounts are now proposed by
Miss Russell:

	<u>University Subsidy</u>	<u>Rockefeller Foundation Grant</u>	<u>Fees and Residence Dues</u>	<u>Total.</u>
1939-40	\$ 8,500.	\$ 9,000.	\$ 28,500	\$ 46,000
1940-41	9,500.	8,000.	28,500.	46,000
1941-42	10,000.	7,500.	28,500.	46,000.

Having regard to the progress of the School
your Committee feel that the present courses should
be continued and recommends that in place of the
increased subsidy as outlined above, to commence
with the Session 1939-40, the University might
reasonably continue its present contribution of
\$7,500 a year for a further three years, viz.:
1939-40, 1940-41, and 1941-42.

Application to
Rockefeller
Foundation.

Your Committee also recommends that
an application for further consideration, possibly
an endowment, might be made to the Rockefeller
Foundation.

All of which is respectfully submitted.

(Sgd.) H. B. Anderson,

Chairman of the Committee.

Toronto,

5th May, 1938.

Dr Sawyer to
be interviewed.

Upon motion of Dr Anderson, seconded by
Dr Bruce, the report was adopted, and in connection
with the possibility of obtaining an endowment
from the Rockefeller Foundation the Chairman of
the Board and the President were authorised to
interview Dr Sawyer in New York and take up
this matter with him, provided that at the present
time the University is not obligated to continue the
School of Nursing beyond 1941.

Appointments
✓
Additional
vote.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names, an additional vote of \$150. being granted to cover the salary of Dr. S. G. Chalk in the Department of Psychiatry:-

Faculty of Arts -

Assistants in Chemistry for June, 1938, at \$75. each:-

H. J. Bernstein	W. H. Brown
M. Cohen	W. G. Hines
D. J. Le Roy	J. Seath.

Faculty of Medicine -

Psychiatry:-

S. G. Chalk - Junior Demonstrator for 1937-38 - \$150.

Special Research - Research Assistants:-

R. J. Bins	- for May and June - Mechanical Engineering	@ 155. a month
G. E. Helwig	- for May	Civil @ 150. " "
R. D. Hisecks	- for May and June	Engineering @ 90. " "
A. S. Weatherburn	- for May	@ 75. " "
U. R. Tasker	- for May	Chemical @ 125. " "
B. Marks	- and June	Engineering @ 125. " "

The following for the session 1938-39:-

L. E. Ranta - Hastings Memorial Fellow - \$1500.

Ontario College of Education -

W. B. Gray - Instructor in University Schools
from 1 July, 1938, to 30 June, 1939 - 2000.
(vice G. A. Bline, on leave)

Department of Educational Research:-

G. B. Conway	- Research Assistant	- 1900.
Miss R. M. Hobday	- Secretary	- 1800.
Miss M. Graham	- Clerical	- 1200.
Miss M. Spalding	- Assistants.	- 1100.

The following effective 1 July, 1938:-

Ontario College of Education -

J. A. Long	- to be Associate Professor of Educational Research	\$3700.
M. A. Cameron	- to be Assistant Professor of Educational Research	- 3100.
Miss R. E. Ratz	- to be Lecturer in Home Economics	- 3500.

Resignation of
Miss Lent in
Botany.

The resignation of Miss Hilda Lent, a Clerical Assistant in the Department of Botany, was accepted, effective 18th June, her salary, however, to be paid in full to 30th June.

Sick leave
to G. A. Blinn.

Mr G. A. Blinn of the staff of the University Schools, was granted further leave of absence, without pay, for the year, July, 1938, to 30 June, 1939, on account of illness.

Amendments
to Estimates.

The following transfers in appropriations and additional appropriations were granted:-

Transfers:-

Library -

From "Books and Periodicals, etc"

(Library Current Account)

to "Additional Assistance" - - - - - \$1,00

Pathology and Bacteriology:-

From "Supplies and apparatus"

to "Museum supplies" - - - - - 635.

Additional:-

University Press:-

Printing Department - Wages - \$11,000.

Purchases - 8,000.

The following communications were presented and dealt with as indicated:

Statutes of
Senate.

From the Registrar, transmitting for approval Statutes of Senate Numbers -

1382 - Respecting the curriculum in Agriculture for the session 1938-1939;

1383 - Respecting the curriculum in Veterinary Science for the session 1938-1939;

1393 - Respecting the calendar of the Faculty of Dentistry for the session 1938-1939;

1396 - Respecting the curriculum in Pharmacy for the session 1938-1939;

1397 - Respecting the curriculum in Physical Education for women for the session 1938-1939;

which statutes having been severally read were approved.

Chartered
Trust &
Executor Co-
re loan to
J. H. Colinton.

From the Chartered Trust & Executor Company, that a loan in the amount of \$150. had been made to J. H. Colinton, while a student in the Faculty of Medicine, of which only \$19.00 had been repaid, in February, 1927. Also a letter from the Solicitors of the Company advising against entering suit against the endorser of the notes. There was also presented a letter from the Alumni Federation that Dr. Colinton had obtained loans from the War Memorial Loan fund amounting to \$340. on which repayment of only \$161 had been received, and stating that their loan had been written down to \$1.00 in order to keep it on their records. In view of the circumstances set forth the Board decided to waive payment of the balance owing to the University.

Purchase of
112 St George
St declined.

From the Chairman of the Property Committee reporting that the offer to purchase the property No. 112 St George Street had been declined.

Taxes on
88 Yonge
St

From the Assessment Commissioner of the City of Toronto, together with a number of tax bills dealing with properties owned by the University. It was explained that the University had committed itself to the payment of taxes on one property only, viz.: No. 188 Yonge Street, and that the University Solicitor was being given instructions to take this matter up with the City and have the misunderstanding corrected. The Board approved of this action, and payment of the taxes on No. 188 Yonge Street for 1932, amounting to \$5,068.43 was authorized.

Colquhoun
Estates.

From Gordon Waldron, Solicitor for the Colquhoun Estates, requesting the counsel of the Board as one of the residuary legatees, regarding the disposition of the assets preparatory to disposition. Referred to the Finance Committee with power to act.

Request by
late Geo. H.
Armstrong

From the National Trust Company with notification that under the will of the late George H. Armstrong his library had been bequeathed to the University.

Stamp taxes
on cheques.

The Secretary presented information which he had obtained to the effect that revenue stamps were not placed on cheques issued by the following universities:
University of British Columbia
University of Alberta
University of Manitoba.

He was instructed to communicate with the Dominion Government and inform it of the connection between the University of Toronto and the Government of the Province of Ontario, and at the same time ascertain the position of the University in this matter.

Finance
Committee.

Report Number 129 of the Finance Committee
was read as follows:-

Estimates
1938-39.

Following the interim report, No. 128, presented and approved at the meeting of the Board of Governors held on April 28th, the Finance Committee begs to report further to the Board:-

Your Committee transmits herewith the Estimates for the fiscal year 1938-39 as passed by it after careful consideration and recommends the same for the approval of the Board. The net expenditure provided for exceeds the amount estimated for 1937-38 by a total of \$195,440. The various items of increase, which are shown in detail in the printed budget, may be summarised as follows:-

Salaries:

Increases and new appointments (net) \$62,739

Maintenance of buildings and Superintendent's items:

Alterations - No. 104 St. George Street (Psychology) - \$6,600

Central Power Plant -

Electrical Distribution - 25,000.

Other items (net) - 8,345.

Carried forward - 39,945.
\$102,684.

Carried forward - 105,684.
 Departmental maintenance,
 miscellaneous and general:

Library	\$ 2,000.
Royal Ontario Museum	6,765.
Chemistry - Organic Chemistry	8,000.
Grant to Toronto Conservatory of Music	15,000
Insurance	5,000.
Taxes	5,500.
Other items (net)	<u>15,491.</u>

57,756.

* 160,440.

In addition to the increased expenditure
 as above there will also be an
 anticipated decrease in the follow-
 ing items of Revenue:

Dental Infirmary Receipts	5,000.
University Press and Book Department (amount provided in 1937-38 but not available for 1938-39)	<u>30,000.</u>

35,000.

* 195,440.

All of which is respectfully submitted.
 (Sgd.) D. Bruce Macdonald.

Acting Chairman

3rd May, 1938.

Upon motion of Mr. Osley,
 seconded by the Hon. Dr. Kelly,
 the foregoing report was concurred in and it was
 Resolved -

That the Board hereby approves of the
 Estimates for the fiscal year ending 30th June, 1939, as
 now submitted by the Finance Committee, as follows:-

Expenditure	* 3,178,784.
Of which chargeable to Special Funds	<u>135,559.</u>
Chargeable to general revenue	3,043,225.
Estimated available general revenue	<u>2,472,000.</u>

Difference to be provided

* 571,225.

ESTIMATES FOR THE FINANCIAL YEAR ENDING 30TH JUNE, 1939

REVENUE

Legislative Grant, University Act, 1906.....	\$ 500,000.00
Legislative Grant, 60 Vict., Cap. 59.....	7,000.00
Legislative Grant, 13-14 Geo. V. (Banting and Best)....	10,000.00
Investment and Land Income.....	160,000.00
Fees, (estimated net receipts)	795,000.00
Infirmity Receipts (Dentistry)	25,000.00
Men's Residences.....	17,000.00
Women's Residences and Union	68,000.00
Central Power Plant.....	50,000.00
Photographic Service and Casual Revenue.....	5,000.00
	<hr/>
Special Grant voted by Legislative Assembly	1,637,000.00
	900,000.00
	<hr/>
	2,537,000.00
Less:	
Reserve for interest on Scholarship and other Trust Funds and Bank accommodation.....	65,000.00
	<hr/>
	\$2,472,000.00

EXPENDITURE

I. Administration	\$249,840.00
II. Library	120,665.00
III. Royal Ontario Museum.....	84,613.00
IV. Athletics, Physical Training, Military Studies....	52,380.00
V. Examinations.....	20,200.00
VI. Faculty of Arts, University and University College.....	921,672.00
VII. Faculty of Medicine.....	372,605.00
VIII. School of Hygiene.....	
IX. Faculty of Applied Science	358,345.00
X. Faculty of Dentistry	126,827.00
XI. Faculty of Household Science.....	41,075.00
XII. Faculty of Forestry.....	28,385.00
XIII. Faculty of Music.....	19,050.00
XIV. School of Graduate Studies.....	4,925.00
XV. School of Nursing	7,500.00
XVI. Social Science.....	14,675.00
XVII. University Extension and Publicity.....	71,150.00
XVIII. Men's Residences.....	16,865.00
XIX. Women's Residences and Union.....	68,750.00
XX. Central Power Plant.....	176,700.00
XXI. Miscellaneous and General.....	138,450.00
XXII. Capital Account Charges.....	119,653.00
XXIII. Special Research.....	28,900.00
	<hr/>
	3,043,225.00
Estimated Revenue as above.....	2,472,000.00
Difference to be provided.....	\$ 571,225.00

SUMMARY OF ESTIMATED EXPENDITURE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
I. Administration:		
1. Salaries.....	\$112,300.00	\$114,975.00
2. Pensions and Retiring Allowances.....	103,700.00	104,125.00
3. President's Office.....	850.00	850.00
4. Bursar's Office.....	5,700.00	5,700.00
5. Registrar's Office.....	6,150.00	6,900.00
6. Superintendent's Office.....	4,600.00	4,700.00
7. Convocation Hall and Simcoe Hall.....	12,925.00	12,390.00
8. President's House.....	200.00	200.00
	<hr/>	<hr/>
	246,425.00	249,840.00
II. Library:		
9. Salaries.....	58,720.00	58,670.00
10. Maintenance.....	54,700.00	56,700.00
11. Building.....	5,120.00	5,295.00
	<hr/>	<hr/>
	118,540.00	120,665.00
III. 12. Royal Ontario Museum.....	77,848.00	84,613.00
IV. Athletics, Physical Training, Military Studies, etc.:		
13. Athletics and Physical Training—men....	16,160.00	16,260.00
14. Athletics and Physical Training—women...	6,600.00	6,650.00
15. Health Service—men.....	8,250.00	8,250.00
16. Health Service—women.....	4,800.00	4,900.00
17. Military Studies.....	3,080.00	3,625.00
18. Hart House (share of maintenance)	10,200.00	10,200.00
19. Women's Building (44 Hoskin Avenue)....	1,120.00	1,145.00
20. Military Studies Building.....	1,350.00	1,350.00
	<hr/>	<hr/>
	51,560.00	52,380.00
V. 21. Examinations	20,300.00	20,200.00
VI. Faculty of Arts:		
22. Salaries.....	753,664.00	786,390.00
23. Mathematics.....	600.00	600.00
24. Applied Mathematics	900.00	900.00
25. Physics.....	10,750.00	11,750.00
26. Astronomy.....	3,100.00	3,100.00
27. Geology.....	1,300.00	1,600.00
28. Mineralogy.....	2,750.00	3,247.00
29. Chemistry	8,350.00	18,050.00
30. Biology.....	5,750.00	6,800.00
31. Botany.....	6,450.00	6,700.00
32. History.....	1,200.00	1,200.00
33. Anthropology (including Sociology).....	75.00	75.00
34. Archaeology	400.00	400.00
35. Fine Art	1,150.00	775.00
36. Geography.....	1,000.00	950.00
37. Political Economy.....	2,350.00	2,450.00
38. Law.....	200.00	200.00
39. Philosophy.....	150.00	150.00

40. Psychology	4,075.00	4,675.00	
41. Italian and Spanish	225.00	225.00	
42. University College Departments	600.00	600.00	
43. University College General Expenses	1,600.00	1,600.00	
44. University College Building	11,900.00	12,250.00	
45. McLennan Laboratory (Physics)	6,375.00	6,525.00	
46. Chemical Building	4,150.00	4,450.00	
47. Biological Building	5,725.00	6,050.00	
48. Botany Building	6,225.00	6,425.00	
49. Baldwin House (History)	2,905.00	3,085.00	
50. No. 43 St. George St.	1,105.00	1,130.00	
51. No. 45 St. George St. (Law)	1,735.00	1,585.00	
52. No. 47 St. George St. (Applied Mathematics)	1,170.00	1,195.00	
53. Economics Building	11,450.00	12,450.00	
54. Psychology Buildings	3,390.00	10,090.00	
55. David Dunlap Observatory	4,000.00	4,000.00	
	866,769.00	921,672.00	
	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.	TO BE CHARGED TO SPECIAL FUNDS 1938-39.
VII. Faculty of Medicine:			
56. Salaries	\$351,440.00	\$280,198.00	\$77,340.00
57. Anatomy	5,600.00	5,445.00	
58. Pathology and Bacteriology	8,025.00	7,725.00	
59. Pathological Chemistry	2,250.00	2,250.00	
60. Pharmacy and Pharmacology	2,400.00	2,400.00	
61. Bio-Chemistry (including Zymology)	4,600.00	4,600.00	
62. Physiology	3,650.00	3,650.00	
63. Hygiene and Preventive Medicine	2,220.00	3,352.00	
64. Medicine	2,860.00		4,160.00
65. Paediatrics	1,500.00		1,500.00
66. Surgery	1,280.00	1,450.00	
67. Obstetrics and Gynaecology	550.00	550.00	
68. Ophthalmology	500.00	500.00	
69. Oto-Laryngology	300.00	500.00	
70. Therapeutics	200.00	200.00	
71. Psychiatry	50.00	50.00	
72. Medical Jurisprudence			
73. Radiology	1,000.00	1,000.00	
74. Art Service	4,150.00	4,200.00	
75. General Expenses	4,500.00	4,200.00	
76. Medical Building	8,800.00	10,950.00	
77. Banting Institute	23,150.00	23,650.00	
78. Anatomical Building	5,135.00	5,335.00	
79. Hygiene Building	9,900.00	10,450.00	
	444,060.00		
Less Rockefeller and Eaton Funds	84,000.00		83,000.00
	360,060.00	372,605.00	83,000.00
VIII. School of Hygiene:			
80. Salaries	33,974.00		34,374.00
81. Maintenance	1,605.00		1,585.00
	35,579.00		35,959.00
IX. Faculty of Applied Science:			
82. Salaries	283,200.00	297,260.00	
83. Electrical Engineering	3,300.00	3,300.00	
84. Mechanical Engineering	12,450.00	3,350.00	
85. Civil Engineering: Municipal and Structural	1,200.00	3,100.00	
86. Civil Engineering: Surveying and Geodesy	4,363.00	4,505.00	
87. Mining Engineering	3,900.00	4,350.00	
88. Metallurgical Engineering	1,000.00	1,540.00	
89. Chemical Engineering and Applied Chemistry	9,000.00	8,000.00	
90. School of Architecture	905.00	905.00	
91. Engineering Drawing	625.00	500.00	
92. Applied Physics	1,775.00	1,975.00	
93. General Expenses	3,260.00	2,610.00	
94. Photographic Service	8,250.00	8,550.00	
95. Mining Building (including Mill Building)	11,150.00	10,900.00	
96. Engineering Building	6,050.00	6,250.00	
97. Electrical Building (including Mechanical Bldg. and Wind Tunnel)	7,525.00	7,750.00	
98. Geodetic Observatory Building	475.00	500.00	
	358,428.00	365,345.00	
Less Wallberg Fund	20,000.00		7,000.00
	338,428.00	358,345.00	7,000.00
X. Faculty of Dentistry:			
99. Salaries	86,647.00	87,577.00	
100. Laboratory and Infirmary Supplies, etc.	23,000.00	23,000.00	
101. General Expenses	2,250.00	2,250.00	
102. Dental Building	13,800.00	14,000.00	
	125,697.00	126,827.00	
XI. Faculty of Household Science:			
103. Salaries	28,600.00	28,750.00	
104. Household Science	3,175.00	3,175.00	
105. Food Chemistry	1,900.00	1,900.00	
106. General Expenses	2,000.00	2,000.00	
107. Household Science Building	5,100.00	5,250.00	
	40,775.00	41,075.00	
XII. Faculty of Forestry:			
108. Salaries	\$ 23,000.00	\$ 23,450.00	
109. Maintenance	2,500.00	2,500.00	
110. Forestry Building	2,335.00	2,435.00	
	27,835.00	28,385.00	
XIII. Faculty of Music:			
111. Salaries	1,750.00	3,750.00	
112. Maintenance	300.00	300.00	
113. Special—Grant to Toronto Conservatory of Music		15,000.00	
	2,050.00	19,050.00	
XIV. School of Graduate Studies:			
114. Salaries	3,950.00	4,150.00	
115. Maintenance	625.00	775.00	
	4,575.00	4,925.00	
XV. School of Nursing:			
116. Salaries	21,680.00	21,420.00	
117. Special Teaching	4,825.00	5,320.00	
118. School Maintenance	1,760.00	1,760.00	
119. Residence Maintenance	9,600.00	11,800.00	
120. Contingency Fund	200.00	200.00	
121. Building, No. 7 Queen's Park	5,335.00	5,500.00	
	43,400.00	46,000.00	
Less Rockefeller grant, etc.	35,900.00	38,500.00	
	7,500.00	7,500.00	
XVI. Social Science:			
122. Salaries	13,100.00	13,650.00	
123. Maintenance	850.00	1,025.00	
	13,950.00	14,675.00	

XVII. University Extension and Publicity:			
124. Salaries.....	18,450.00	19,150.00	
125. Extension and Publicity Departments.....	54,000.00	52,000.00	
	72,450.00	71,150.00	
XVIII. Men's Residences:			
126. Maintenance of Buildings.....	16,590.00	16,865.00	
XIX. Women's Residences and Union:			
127. Maintenance of Buildings.....	10,175.00	10,525.00	
128. Housekeeping Account.....	58,275.00	58,225.00	
	68,450.00	68,750.00	
XX. 129. Central Power Plant.....	150,600.00	176,700.00	
XXI. Miscellaneous and General:			
130. Central Stores.....	4,100.00	4,300.00	
131. Grounds.....	20,300.00	19,900.00	
132. Protective Service.....	17,200.00	17,450.00	
133. Telephones.....	14,000.00	14,250.00	
134. Insurance.....	22,000.00	27,000.00	
135. Law costs.....	1,000.00	1,000.00	
136. Taxes.....		5,500.00	
137. Auditor's fees.....	3,000.00	3,000.00	
138. Travelling expenses.....	3,200.00	3,200.00	
139. Receptions to Societies and University Visitors.....	3,000.00	3,000.00	
	600.00	600.00	
140. Convocation expenses.....			
141. Aid to Publications and Societies.....	4,100.00	4,250.00	
142. Senate Elections.....			
143. Bursaries.....	14,000.00	15,000.00	
144. Contingencies.....	20,000.00	20,000.00	
	126,500.00	138,450.00	
XXII. 145. Capital Account Charges.....	119,653.00	119,653.00	
XXIII. Special Research:			
146. Departmental appropriations.....	27,230.00	18,900.00	\$ 9,600.00
147. Banting and Best.....	10,000.00	10,000.00	
	37,230.00		
Less special funds.....	11,000.00		
	26,230.00	28,900.00	9,600.00
	2,882,785.00	3,043,225.00	135,559.00

I. ADMINISTRATION

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
I. Salaries.		
(a) President's Office:		
President.....	\$15,000.00	\$15,000.00
President's Secretary (Miss Patterson—paid also \$250 in Music).....	2,500.00	2,500.00
Secretarial assistance.....	1,000.00
	17,500.00	18,500.00
(b) Bursar's Office:		
Bursar (on leave of absence in 1937-38).....	6,500.00	6,500.00
Acting Bursar (Higginbottom).....	4,200.00
Accounts Branch:		
Accountant (Higginbottom).....	4,200.00
Assistant (Gair).....	2,000.00	2,000.00
Appropriations Ledger (Miss Long).....	1,600.00	1,600.00
Assistant do. (Miss Mahood).....	1,050.00	1,050.00
Clerk (Miss Branton).....	1,350.00	1,350.00
Clerk (Prince).....	1,000.00	1,000.00
Clerk (Miss Crookshanks).....	1,000.00	1,000.00
Clerk (Miss Quinlivan).....	850.00	850.00
Clerk (Miss Whitehead).....	850.00	850.00
Fees Branch:		
Chief Clerk (Miss Goodwin).....	2,100.00	2,100.00
Cashier (Grant).....	1,500.00	1,500.00
Record Clerk (Mrs. Hardy).....	1,100.00	1,100.00
Record Clerk (Miss Rorke).....	900.00	900.00
Secretarial Branch:		
Chief Clerk (Miss Gall).....	2,050.00	2,050.00
Assistant (Miss Burns).....	1,650.00	1,650.00
Pensions Clerk (Miss Austin).....	1,550.00	1,550.00
Clerk.....	1,050.00	1,050.00
To be apportioned.....	500.00
	32,300.00	32,800.00
(c) Registrar's Office:		
Registrar.....	5,000.00	5,100.00
Assistant Registrar (Laidlaw).....	4,100.00	4,200.00
Assistant (Miss MacGillivray).....	2,000.00	2,000.00
Assistant (Miss Hargreaves).....	1,900.00	1,900.00
Assistant (Miss Fraser).....	1,300.00	1,300.00
Graduates' Register:		
Clerk (Miss Van Allen).....	1,450.00	1,450.00
Clerk (Miss Thompson).....	1,450.00	1,450.00
Clerk (Miss Wythe).....	950.00	1,000.00
Clerk (Miss Stephens).....	950.00	950.00
Clerk (Miss Smith).....	750.00	800.00
Clerk (Miss Meen).....	1,700.00	1,700.00
Clerk (Miss Lavell).....	1,100.00	1,100.00
Secretary to the Registrar (Miss Sharpe).....	1,650.00	1,650.00
Stenographer (Miss Fasken).....	1,450.00	1,450.00
Stenographer (Miss Woods).....	950.00	950.00
Filing Clerk (Calladine).....	750.00	800.00
	27,450.00	27,800.00
(d) Superintendent's Office:		
Superintendent of Buildings and Grounds.....	6,500.00	6,500.00
Assistant Superintendent (Bonus).....	4,500.00	4,500.00
Assistant (Maxwell).....	3,500.00	3,500.00
Assistant (Moogk).....	2,500.00	2,700.00
Assistant (Shortreed).....	2,400.00	2,700.00
Chief Clerk (Carnie).....	2,350.00	2,400.00
Stenographer (Miss Chisholm).....	1,350.00	1,400.00
Clerk (Miss Wynn).....	1,350.00	1,400.00
Clerk (Miss Nicklin).....	1,350.00	1,400.00
Clerk (Miss Cannon).....	1,000.00	1,050.00
Clerk (Miss Rankin).....	950.00	950.00
Clerk.....	900.00	900.00
Clerk (Miss Le Grow).....	800.00	850.00
	29,450.00	30,250.00
(e) Miscellaneous:		
Warden Hart House, (with living valued at \$675—on leave of absence in 1937-38).....	4,500.00	4,500.00
Bedel, also attendant and messenger, President's Office (Smith).....	1,100.00	1,125.00
	5,600.00	5,625.00
	112,300.00	114,975.00

2. Pensions and Retiring Allowances:

To provide for University's contribution to Pension Funds:		
Academic (original contributory plan—T.I. and A.A.)	\$ 32,500.00	\$ 34,250.00
Academic (formerly non-contributory plan)	32,000.00	32,000.00
Administrative and Clerical Employees	27,500.00	27,500.00
To cover items not chargeable to above funds:		
Sir Robert Falconer (portion of \$10,000)	7,600.00	7,600.00
J. T. Fotheringham	500.00	500.00
H. H. Langton	400.00	400.00
Mrs. M. H. Gillespie	900.00	900.00
Mrs. Mary I. Freeland (\$250 paid from special fund)
Miscellaneous cases, sundry caretakers, etc.	1,700.00	975.00
Balance of appropriation of 1937-38	600.00
	103,700.00	104,125.00

3. President's Office:

Office supplies, postage, printing and incidentals	850.00	850.00
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4. Bursar's Office:

Office supplies, postage, printing and incidentals	2,700.00	2,700.00
Clerical assistance	1,800.00	1,800.00
Stamp taxes on cheques	1,200.00	1,200.00
	5,700.00	5,700.00

5. Registrar's Office:

Stationery, office supplies and postage	2,850.00	2,800.00
Printing, including Arts Calendar, Curricula, and cost of Directory	2,700.00	3,400.00
Clerical assistance	600.00	700.00
	6,150.00	6,900.00

6. Superintendent's Office:

Office supplies, postage, printing and incidentals	2,000.00	2,000.00
Clerical assistance	700.00	700.00
Incidental expenses re work on buildings	400.00	400.00
Drafting assistance	1,500.00	1,600.00
	4,600.00	4,700.00

7. Convocation Hall and Simcoe Hall:

Heat and light (supplied from Central Power Plant)
Gas, City current and occasional fuel	75.00	90.00
Water	100.00	100.00
Caretaker's supplies	600.00	600.00
Cleaning (including Acting Caretaker with living quarters valued at \$420)	5,200.00	5,500.00
Repairs and renewals	2,600.00	2,600.00
Sundries: Installing amplifiers	850.00
Acting Postmaster and chief messenger (Cheney)	1,400.00	1,400.00
Messengers and post office service	2,100.00	2,100.00
	12,925.00	12,390.00

8. President's house:

Fuel
Repairs and renewals	200.00	200.00

II. LIBRARY

9. Salaries:

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
Librarian (paid also \$350 in Ontario College of Education)	\$5,500.00	\$5,500.00
Assistant Librarian, Miss Woolryche	2,400.00	2,400.00
Reference Librarian, Miss Young (on leave of absence)	2,000.00	2,000.00
Heads of Departments:		
Miss Newton	2,200.00	2,200.00
Miss Bethune	2,100.00	2,100.00
Miss Cordingley	1,800.00	1,800.00
Assistants:		
Miss Stennett (retiring)	1,750.00
Miss Creighton	1,700.00	1,700.00
Miss Jarvis	1,650.00	1,650.00
Miss Aldridge	1,650.00	1,650.00
Miss Skinner	1,550.00	1,550.00
Miss Rathbun	1,550.00	1,550.00
Miss Trowern	1,450.00	1,450.00
Miss Leonard	1,450.00	1,450.00
Miss Dignum	1,400.00	1,450.00
Miss Hewitt	1,400.00	1,450.00
Miss Alexander	1,400.00	1,400.00
Miss Tod	1,300.00	1,400.00
Miss Williams	1,350.00	1,350.00
Miss Ball	1,350.00	1,350.00
Miss Shiell	1,350.00	1,350.00
Miss Taylor	1,300.00	1,350.00
Miss Hill (at \$1,300—less 8 months' absence)	460.00	1,300.00
Miss Robinson	1,250.00	1,300.00
Miss Cook	1,250.00	1,300.00
Miss Wales	1,250.00	1,300.00
Miss Haldenby	1,200.00	1,250.00
Miss Wrightman	1,200.00	1,200.00
Miss Bell	1,200.00	1,200.00
Miss Bertram	1,200.00	1,200.00
Miss Knowlton	1,200.00	1,200.00
Miss MacBeth	1,200.00	1,200.00
Miss Thompson	1,200.00	1,200.00
Miss Wilson	1,200.00	1,200.00
Miss Rose (8 mos. in 1937-38)	800.00	1,200.00
New Assistant	1,200.00
Assistants (broken periods, and balance of appropriation, 1937-38)	1,240.00
Miss Buchan (part time)	500.00	500.00
Attendant (with rooms, heat and light valued at \$420, as caretaker of building—Patterson)	1,150.00	1,150.00
Messenger	300.00	350.00
First Stack-man	720.00	720.00
Second Stack-man	600.00	600.00
	58,720.00	58,670.00

10. Maintenance:

Books and Periodicals, binding, mending and office supplies (Estimate in addition to the interest on special Library Funds).....	45,000.00	47,000.00
Additional assistance including opening Library in evenings and in University College and Political Science reading- rooms.....	6,000.00	6,000.00
Special grant for re-classification.....	2,700.00	2,700.00
Alterations, fixtures, etc.	1,000.00	1,000.00
	54,700.00	56,700.00

11. Library Building:

Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	70.00	70.00
Water.....	150.00	125.00
Caretaker's supplies.....	400.00	400.00
Cleaning.....	2,300.00	2,500.00
Repairs and renewals.....	2,200.00	2,200.00
Sundries.....
Caretaker, with rooms, heat and light valued at \$420 (paid from salaries as Library Attendant—Patterson).....
	5,120.00	5,295.00

III. ROYAL ONTARIO MUSEUM

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
12. To cover University's share of maintenance.....	\$77,848.00	\$84,613.00

IV. ATHLETICS, PHYSICAL TRAINING, MILITARY STUDIES, ETC.

13. Athletics and Physical Training—Men:

(a) Salaries:

Gymnasium Instructor & Supervisor Compulsory Physical Training (10 months—Martin).....	2,700.00	2,700.00
Gymnasium Instructor & Supervisor Interfaculty Activities (10 months—McCutcheon).....	2,600.00	2,600.00
Gymnasium Instructor (7 months—Zwygard).....	1,000.00	1,100.00
Swimming Instructor (10 months—Winterburn).....	2,600.00	2,600.00
Part-time Instructors.....	1,200.00	1,150.00
Chief Locker and Attendance Clerk (Rimmer).....	2,100.00	2,100.00
Locker Attendant (8 months).....	800.00	800.00
do. (7 months).....	500.00	500.00
do. (part time).....	500.00	500.00
do. (part time—night).....	400.00	400.00
Clerical assistant.....	800.00	850.00

(b) Maintenance:

Attendance records, card system.....	110.00	110.00
Gymnastic appliances and repairs to equipment.....	850.00	850.00
	16,160.00	16,260.00

14. Athletics and Physical Training—Women:

(a) Salaries:

Physical Director (Miss Coventry).....	2,000.00	2,000.00
Assistant Physical Director (8 months—Miss Forster).....	1,300.00	1,300.00
Instructor in Swimming (7 months—Miss Cochrane).....	1,200.00	1,200.00
Assistant Instructor in Swimming (7 months—Cochrane).....	300.00	300.00
Gymnasium and Clerical Assistant (8 months—Mrs. Graham).....	300.00	300.00
Secretary-Treasurer, Women's Athletic Directorate (Miss Parkes—paid also \$900 in Students' Administrative Council).....	350.00	350.00

(b) Maintenance:

Sundry expenses, pianist's services, etc.....	550.00	550.00
Janitor service at night classes.....	100.00	100.00

(c) Course for Diploma in Physical Education:

Honoraria to Instructors (\$50 supplementary in 1937-38)...	500.00	550.00
	6,600.00	6,650.00

15. Health service—Men:

(a) Salaries:

Director (Porter).....	5,250.00	5,250.00
Office assistant (Thomas).....	1,000.00	1,000.00

(b) Maintenance:

Examining physicians, etc.....	1,200.00	1,200.00
Medical and office supplies and printing (including X-Ray examinations).....	200.00	200.00
Surgical assistance and equipment.....	600.00	600.00
	8,250.00	8,250.00

16. Health service—Women:

(a) Salaries:

Medical Adviser (Dr. Edith Gordon).....	3,400.00	3,400.00
Office assistant (Miss Jackes).....	1,150.00	1,200.00

(b) Maintenance:

Sundry expenses for medical office and examining room, (in- cluding consultants, X-Ray, etc.).....	250.00	300.00
	4,800.00	4,900.00

17. Military Studies:

(a) Salaries:

Director (Watson).....	\$ 2,000.00	\$ 2,500.00
Assistant (10 months—Baughurst).....	980.00	1,000.00

(b) Maintenance:

Office and general expenses.....	100.00	125.00
	3,080.00	3,625.00

18. Hart House (share of maintenance):

Heat and light (supplied from Central Power Plant).....
Landlord's repairs and renewals.....	6,000.00	6,000.00
Cleaning, etc., of Gymnasium wing.....	4,200.00	4,200.00
Sundries.....
	10,200.00	10,200.00

19. Women's Building (44 Hoskin Avenue):		
Fuel.....	300.00	300.00
Gas, City current and occasional fuel.....	75.00	75.00
Water.....	15.00	15.00
Caretaker's supplies.....	30.00	30.00
Cleaning and furnaceman.....	400.00	425.00
Repairs and renewals.....	300.00	300.00
Sundries.....
	1,120.00	1,145.00
20. Military Studies Building:		
Fuel.....	500.00	500.00
Gas, City current and occasional fuel.....	25.00	25.00
Water.....	25.00	25.00
Caretaker's supplies.....	50.00	50.00
Cleaner (with living quarters valued at \$250).....	350.00	350.00
Repairs and renewals.....	400.00	400.00
	1,350.00	1,350.00

V. EXAMINATIONS

21. Examinations:		
Remuneration to Examiners.....	\$ 6,750.00	\$ 6,700.00
Presiding and attendance.....	5,000.00	5,000.00
Examination supplies and sundries, including incidental expenses of Examiners.....	3,000.00	3,000.00
Printing examination papers and class lists.....	5,550.00	5,500.00
	20,300.00	20,200.00

VI. FACULTY OF ARTS— UNIVERSITY AND UNIVERSITY COLLEGE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
22. Salaries:		
(1) Departments in the University of Toronto:		
(a) Dean's Office:		
Dean of Faculty (paid also \$5,500 as Professor—Beatty)...	\$ 1,000.00	\$ 1,000.00
(b) Mathematics:		
Professor (Beatty—paid also \$1,000 as Dean of Faculty)...	5,500.00	5,500.00
Professor (Pounder).....	4,500.00	4,500.00
Associate Professor (Webber).....	4,000.00	4,100.00
Associate Professor (Sheppard).....	3,800.00	3,900.00
Associate, formerly Assistant Professor (D. A. F. Robinson).....	3,400.00	3,400.00
Assistant Professor (Burk).....	2,700.00	2,700.00
Assistant Professor (G. Robinson).....	2,700.00	2,700.00
Assistant Professor (Brauer).....	2,700.00	2,700.00
Assistant Professor (Coxeter).....	2,700.00	2,700.00
Lecturer (Miss Krieger).....	2,100.00	2,100.00
Lecturer (Miss Waddell).....	2,000.00	2,000.00
Lecturer (DeLury).....	1,800.00	1,900.00
Lecturer (Baillie).....	1,500.00
Fellows (5 in 1937-38)——(6).....	3,500.00	4,200.00
Balance of appropriation of 1937-38.....	1,400.00
	42,800.00	43,900.00
(c) Applied Mathematics:		
Professor (Synge).....	6,000.00	6,000.00
Associate Professor (Stevenson).....	3,700.00	3,800.00
Lecturer (Griffith).....	2,050.00	2,200.00
Lecturer.....	2,000.00
Fellows (2).....	1,400.00	1,400.00
	13,150.00	15,400.00
(d) Physics:		
Professor and Director (Burton).....	5,500.00	5,500.00
Professor (Satterly).....	5,000.00	5,000.00
Professor (Gilchrist).....	4,350.00	4,500.00
Professor, formerly Associate Professor (McTaggart).....	4,300.00	4,400.00
Associate Professor (Ainslie).....	3,200.00	3,200.00
Associate Professor (Ireton).....	3,200.00	3,200.00
Assistant Professor (Smith).....	3,100.00	3,100.00
Assistant Professor (Wilhelm).....	2,900.00	2,900.00
Assistant Professor (Barnes).....	2,700.00	2,700.00
Assistant Professor (Crawford).....	2,500.00	2,500.00
Assistant Professor (Pitt).....	2,350.00	2,450.00
Lecturer (Miss Allin).....	2,100.00	2,100.00
Lecturer, formerly Lecturer and Demonstrator (Miss Quinlan).....	1,600.00	1,600.00
Lecturer, formerly Demonstrator (Miss Crossley).....	1,600.00	1,600.00
Demonstrators and Class Assistants (22 in 1937-38 with \$500 supplementary).....	8,800.00	10,000.00
Secretary and Class Assistant (Miss Reed).....	2,000.00	2,000.00
Clerical Assistant and Librarian.....	1,500.00	1,500.00
Mechanician (Clark).....	2,100.00	2,200.00
Assistant Mechanician (Ward).....	1,900.00	2,000.00
do. Mechanicians (2 at \$1,900).....	3,800.00	3,800.00
do. do. (Shepherd).....	1,500.00	1,600.00
do. do. (Owen).....	960.00	1,000.00
Glass-blower (Chappell).....	2,700.00	2,800.00
Laboratory and Lecture Assistant (Blackman).....	1,600.00	1,700.00
	71,260.00	73,350.00
(e) Astronomy:		
Professor and Director (Young).....	4,500.00	4,500.00
Assistant Professor (Hogg).....	2,850.00	3,000.00
Lecturer (Millman).....	2,050.00	2,200.00
Lecturer (Heard).....	1,800.00	1,950.00
Computer (Miss Northcott).....	1,150.00	1,250.00
Computer.....	1,100.00	1,000.00
Research Assistant (Mrs. Hogg).....	300.00	400.00
Observer and Demonstrator (MacRae).....	1,000.00
Observer.....	1,000.00
Secretary-Librarian (Miss Fuller).....	1,150.00	1,250.00
Night Assistant and Machinist (Longworth).....	1,300.00	1,400.00
	17,200.00	17,950.00
(f) Geology:		
Professor (Moore).....	\$ 5,500.00	\$ 5,500.00
Professor (Langford).....	4,800.00	4,800.00
Professor (MacLean).....	4,200.00	4,300.00
Assistant Professor (Russell).....	2,500.00	2,500.00
Assistant Professor (part time—Miss Fritz—paid also in Royal Ontario Museum).....	850.00	850.00
Lecturer (Satterly).....	1,800.00	2,100.00
Instructor (Okulitch).....	1,500.00	1,700.00
Class Assistants (7).....	1,750.00	1,750.00
Laboratory Attendant (part time—Monteith).....	675.00	700.00
	23,575.00	24,200.00

(g) Mineralogy:		
Professor (Parsons).....	4,700.00	5,000.00
Professor (Thomson).....	4,100.00	4,300.00
Associate Professor (Peacock).....	4,000.00	4,000.00
Lecturer (Meen—paid also in Royal Ontario Museum)....	1,600.00	1,700.00
Demonstrators (2).....	800.00	800.00
Laboratory Attendant (9 months).....	800.00	900.00
	16,000.00	16,700.00
(h) Chemistry:		
Professor (Kenrick).....	5,500.00	5,500.00
Professor (Burt-Gerrans).....	4,500.00	4,500.00
Professor (Rogers).....	4,500.00	4,500.00
Professor, formerly Associate Professor (Gordon).....	4,200.00	4,500.00
Associate Professor (Ferguson).....	4,400.00	4,400.00
Associate Professor (Funnell).....	4,200.00	4,200.00
Associate Professor (Martin).....	4,200.00	4,200.00
Associate Professor (Lorrman).....	3,600.00	3,600.00
Associate, formerly Assistant Professor (Beamish).....	2,900.00	3,400.00
Assistant Professor, formerly Special Lecturer (Wright)....	3,000.00	3,300.00
Lecturer (Rae).....	2,100.00	2,300.00
Lecturer, Micro-analysis.....	2,600.00	1,500.00
Lecturer (Wetmore).....	2,100.00	2,300.00
Instructors and Assistants (22 in 1937-38).....	15,550.00	17,000.00
Demonstrators, Electro-Chemistry (3 in 1937-38).....	3,000.00	3,000.00
Laboratory Assistant (with rooms, heat and light as caretaker of building—Fortescue).....	1,200.00	1,200.00
Laboratory Assistant.....	1,450.00	1,500.00
do. do. as Lecture Assistant } (Banton).....	200.00	200.00
Laboratory Attendants.....	1,800.00	1,950.00
Balance of appropriation of 1937-38.....	400.00
	71,400.00	73,050.00
Organic Chemistry Research:		
Research Professor (\$5,000 paid from special fund—Fischer).....
Assistant Professor (Baer).....	3,000.00
Research Associate (Grosheintz) } transferred from	2,040.00
Technician.....	780.00
Laboratory Attendant.....	250.00
	71,400.00	79,120.00
(i) Biology:		
Professor (Walker).....	5,500.00	5,500.00
Professor (half salary, remainder in Anatomy—Piersol)....	2,550.00	2,550.00
Professor, Marine Biology (without salary—Huntsman)....
Associate Professor (Dymond).....	4,100.00	4,300.00
Associate Professor (Coventry).....	3,950.00	4,000.00
Associate Professor (Baillie).....	3,950.00	4,000.00
Associate Professor (MacArthur).....	3,950.00	4,000.00
Associate Professor (Craigie).....	3,600.00	3,650.00
Assistant Professor (Harkness).....	3,550.00	3,550.00
Assistant Professor (Miss Ford).....	3,000.00	3,050.00
Assistant Professor (Fisher).....	2,800.00	2,850.00
Lecturer (Ide).....	2,300.00	2,300.00
Lecturer (Langford—paid also in Research).....	900.00
Demonstrators (4 in 1937-38, of whom 2 paid also in Special Research).....	3,600.00	2,700.00
Assistants (18 in 1937-38, of whom 3 paid also in Special Research).....	4,000.00	4,000.00
Technical Assistants (5 in 1937-38)——(4).....	4,200.00	4,200.00
Secretary (Cross—paid also in Royal Ontario Museum)....	1,750.00	1,800.00
Curator of Vivarium (W. Le Ray).....	1,700.00	1,750.00
Assistant in Vivarium (D. Le Ray).....	520.00	700.00
Chief Laboratory Assistant (Wilson).....	1,000.00	1,050.00
Laboratory Attendant and Stores Assistant (Smith).....	600.00	800.00
Secretarial Assistant (Mrs. Johnson).....	1,150.00	1,200.00
Stenographer and Librarian (Miss Foreman).....	1,000.00	1,050.00
Secretarial Assistant, West Wing (9 months).....	675.00	720.00
Laboratory Attendant (Prince).....	350.00
Balance of appropriation of 1937-38.....	50.00
	59,495.00	60,970.00
(j) Botany:		
Professor (Thomson).....	\$ 5,500.00	\$ 5,500.00
Professor (Jackson).....	5,200.00	5,200.00
Associate Professor (part time—Bailey).....	3,500.00	3,500.00
Associate Professor (Duff).....	4,100.00	4,100.00
Associate Professor (Sifton).....	4,100.00	4,100.00
Assistant Professor (Miss Wright).....	3,000.00	3,000.00
Assistant Professor (Taylor).....	2,800.00	2,800.00
Associate (Coleman—transferred from Special Research)...	2,000.00
Senior Demonstrator (Lehmann—paid also \$140 in Special Research in 1937-38).....	1,600.00	1,700.00
Demonstrators, Fellows and Class Assistants (15 in 1937-38 of whom 11 paid also in Special Research and 1 \$450 in Applied Physics).....	7,800.00	6,800.00
Technical Assistants (4).....	5,000.00	6,600.00
Horticulturist (with living quarters valued at \$360—Simpson)	2,200.00	2,200.00
Gardener (Van Cleemput).....	1,450.00	1,550.00
Assistant Gardener (Van Beek).....	1,400.00	1,450.00
Assistants (2—Misses Alward and Lent).....	2,550.00	2,600.00
Librarian (Miss Hull).....	1,200.00	1,250.00
Herbarium Assistant (P. Krotkov).....	1,800.00	1,800.00
Laboratory Attendant (Lynn).....	1,150.00	1,200.00
Laboratory Attendant (Smith).....	1,000.00	1,000.00
	55,350.00	58,350.00
(k) History:		
Professor (Martin).....	5,500.00	5,500.00
Professor (Flenley).....	4,700.00	4,700.00
Professor (Underhill).....	4,700.00	4,700.00
Professor (Brown).....	4,500.00	4,500.00
Professor (Wilkinson).....	4,500.00
Associate Professor (Glazebrook).....	3,600.00	3,750.00
Assistant Professor (Creighton).....	2,700.00	2,900.00
Assistant Professor (McDougall).....	2,600.00	2,750.00
Assistant Professor (McInnis).....	2,600.00	2,750.00
Assistant Professor, formerly Lecturer (Saunders).....	2,350.00	2,500.00
Lecturer (Preston).....	2,000.00	1,000.00
Reader.....	250.00	250.00
	35,500.00	39,800.00
(l) Anthropology (including Sociology):		
Professor (T. F. McIlwraith).....	4,500.00	4,500.00
Assistant Professor—also Supervisor of Studies in Sociology (Hart).....	2,900.00	3,100.00
Lecturer, Anthropology (Nash).....	2,000.00	2,200.00
Lecturer, formerly Instructor, Sociology.....	1,000.00	1,800.00
Class Assistants.....	800.00
Balance of appropriation of 1937-38.....	700.00
	11,100.00	12,400.00
(m) Archaeology:		
Professor (Currelly).....	4,500.00	4,500.00
Associate Professor (White) } (paid also in Royal Ontario Museum)	2,500.00	2,500.00
Assistant Professor (half time—Thompson).....	1,700.00	2,000.00
	8,700.00	9,000.00
(n) Fine Art:		
Professor (\$5,000, paid from special fund—Alford).....
Assistant Professor, formerly Lecturer (\$2,400, paid from special fund in 1937-38—Brieger).....	2,500.00
Instructor, Drawing (part time).....	600.00	400.00
Secretary-Librarian (transferred from maintenance).....	600.00
	600.00	3,500.00

(o) Music:		
To provide instruction in musical subjects in Honour Course (instruction transferred to Faculty of Music).....		
	1,000.00
(p) Geography:		
Professor (Taylor—paid also \$2,500 in Ontario College of Education).....	4,000.00	4,000.00
Assistant Professor.....	2,500.00
Demonstrators (3 in 1937-38)——(2).....	3,400.00	2,400.00
Part-time assistance.....	300.00	300.00
Balance of appropriation of 1937-38.....	300.00
	8,000.00	9,200.00
(q) Political Economy:		
Professor (Innis).....	\$ 4,500.00	\$ 4,900.00
Professor (Jackman).....	4,900.00	4,900.00
Associate Professor—also Supervisor of Studies in Political Economy (Bladen).....	4,100.00	4,100.00
Associate Professor (Kemp).....	4,100.00	4,100.00
Associate Professor (Brady).....	3,800.00	3,900.00
Associate Professor (Dawson).....	3,600.00	3,800.00
Assistant Professor (Morgan).....	3,700.00	3,700.00
Assistant Professor (Miss Biss).....	2,600.00	2,700.00
Assistant Professor (MacGregor).....	2,600.00	2,700.00
Assistant Professor (Plumptre).....	2,600.00	2,700.00
Assistant Professor (Parkinson).....	2,600.00	2,600.00
Assistant Professor, formerly Lecturer (Coe).....	2,400.00	2,500.00
Lecturer (Macpherson).....	2,000.00	2,100.00
Lecturer.....	1,800.00	1,800.00
Instructor (Perold).....	1,500.00	1,500.00
Assistant.....	1,000.00	1,500.00
Assistance.....	1,000.00	500.00
Special Lecturers.....	300.00
Accounting:		
Professor (part time—Ferguson).....	2,550.00	2,550.00
Associate Professor	3,250.00	3,350.00
do. as Supervisor of Commerce } (Ashley)	600.00	600.00
Assistant Professor (Crocombe).....	3,450.00	3,450.00
	58,950.00	59,950.00
(r) Law:		
Professor (Kennedy).....	5,700.00	5,800.00
Professor (MacKenzie).....	4,400.00	4,500.00
Professor (Auld).....	4,200.00	4,200.00
Assistant Professor (Finkelman).....	2,500.00	2,700.00
Lecturer (Hancock).....	1,600.00	1,700.00
	18,400.00	18,900.00
(s) Philosophy:		
Professor (Brett) at \$6,000, also in Ethics (paid also \$1,000 as Dean of Graduate Studies).....	5,000.00	5,000.00
Professor (Anderson).....	4,600.00	4,600.00
Associate Professor (MacCallum).....	4,200.00	4,200.00
Associate Professor (Macdonald).....	3,300.00	3,300.00
Associate, formerly Assistant Professor (McCurdy).....	2,900.00	3,000.00
Lecturer, formerly Assistant.....	1,500.00	1,700.00
	21,500.00	21,800.00
(t) Psychology:		
Professor and Director of Laboratory (Bott).....	5,000.00	5,000.00
Professor (part time—Blatz—paid also \$2,500 in St. George's School).....	2,500.00	2,500.00
Professor, formerly Associate Professor (Chant).....	3,900.00	4,200.00
Associate Professor (Line).....	3,600.00	3,800.00
Assistant Professor (Ketchum).....	2,700.00	2,900.00
Assistant Professor (Cosgrave).....	2,600.00	2,700.00
Assistant Professor (part time—Bernhardt—\$200 additional re Optometry, and \$450 in St. George's School in 1937-38)	2,350.00	2,550.00
Assistant Professor (part time—Myers).....	2,050.00	2,300.00
Instructor.....	600.00	600.00
Class Assistants, Readers, etc. (16 in 1937-38 of whom 2 paid also in St. George's School, with \$200 additional re Op- tometry and \$300 paid by School of Nursing).....	4,000.00	4,000.00
Technician (Cooper).....	2,300.00	2,300.00
	31,600.00	32,850.00
(u) Italian and Spanish:		
Professor (Buchanan).....	6,000.00	6,000.00
Professor (Shaw).....	6,000.00	6,000.00
Professor (Goggio).....	4,400.00	4,500.00
Associate Professor (Patterson).....	3,600.00	3,800.00
Associate Professor (Cano).....	3,600.00	3,800.00
Instructor.....	1,500.00	1,500.00
Instructor.....	1,500.00	1,500.00
	26,600.00	27,100.00
(2) Departments in University College:		
(v) Classics:		
Professor and Director (Norwood).....	\$ 6,250.00	\$ 6,250.00
(a) Greek:		
Professor (Owen).....	4,700.00	4,700.00
Associate Professor (Hamilton).....	4,200.00	4,200.00
Associate Professor (Tait).....	3,600.00	3,600.00
(b) Latin:		
Professor (Smith).....	5,000.00	5,000.00
Professor (Dale).....	4,500.00	4,500.00
Assistant Professor (MacKay—see below).....	3,100.00
(c) Greek and Roman History:		
Professor (with free house, heat and light valued at \$300, as Dean of University College—Cochrane)	4,500.00	4,500.00
Assistant Professor (MacKay—transferred from Latin).....	3,250.00
Assistant Professor (Miss Needler).....	2,700.00	2,700.00
Instructor.....	1,500.00
	40,050.00	38,700.00
(w) English:		
Professor (paid also \$1,500 as Principal—Wallace).....	6,000.00	6,000.00
Professor (Knox).....	4,700.00	4,900.00
Professor (Macdonald).....	4,500.00	4,500.00
Professor, formerly Associate Professor (Woodhouse).....	3,700.00	4,200.00
Professor, formerly Associate Professor (Brown—\$566 addi- tional in 1937-38).....	3,134.00	4,200.00
Associate Professor (Clawson).....	3,900.00	3,900.00
Assistant Professor (Endicott).....	2,800.00	2,900.00
Assistant Professor (MacGillivray).....	2,700.00	2,800.00
Lecturer (Birney).....	2,000.00	2,100.00
Reader.....	750.00
	34,184.00	35,500.00

(x) French:		
Professor (Jeanneret).....	5,500.00	5,500.00
Professor (Will).....	5,000.00	5,000.00
Professor (De Champ).....	4,500.00	4,500.00
Associate Professor (McAndrew—paid also \$800 as College Registrar).....	3,700.00	3,700.00
Associate Professor (Humphreys).....	3,600.00	3,600.00
Assistant Professor (Andison).....	3,300.00	3,300.00
Assistant Professor (Finch).....	3,100.00	3,250.00
Assistant Professor (Rouillard).....	3,000.00	3,000.00
Lecturer (Miss Cole).....	2,350.00	2,350.00
Lecturer (Houpert).....	2,000.00	2,000.00
Lecturer (Assié).....	1,900.00	2,000.00
Lecturer (Miss Balthazard).....	1,800.00	1,800.00
Lecturer (Miss MacDonald).....	1,800.00	1,800.00
Balance of appropriation of 1937-38.....	1,000.00
	42,550.00	41,800.00
(y) German:		
Professor (Fairley).....	6,000.00	6,000.00
Associate Professor (Hedman).....	4,000.00	4,000.00
Assistant Professor (Holt).....	3,450.00	3,450.00
Assistant Professor (Boeschenstein).....	2,700.00	2,800.00
Lecturer.....	2,000.00	2,000.00
	18,150.00	18,250.00
(z) Semitics:		
Professor (Taylor).....	5,500.00	5,500.00
Professor (Meek).....	5,350.00	5,500.00
Assistant Professor (Winnett).....	2,800.00	3,000.00
Lecturer (McCullough).....	2,400.00	2,500.00
Fellow (Newby—\$500 supplementary in 1937-38).....	600.00
	16,050.00	17,100.00
(aa) Ethics:		
Professor (Brett—paid also \$5,000 in Philosophy and \$1,000 in Graduate Studies).....	\$ 1,000.00	\$ 1,000.00
(bb) University College, General:		
Principal (paid also \$6,000 in English—Wallace).....	1,500.00	1,500.00
Dean of Women (with living valued at \$400—Miss Ferguson).....	2,500.00	2,500.00
Registrar (paid also \$3,700 in French—McAndrew).....	800.00	800.00
Registrar's Assistant (Miss Gregory).....	1,000.00	1,050.00
Stenographer in University College (Miss Tocque).....	1,400.00	1,400.00
Secretary in Registrar's office (Miss Blackburn).....	1,300.00	1,350.00
	8,500.00	8,600.00
	753,664.00	786,390.00
23. Mathematics:		
Supplies and apparatus.....	200.00	200.00
Clerical assistance.....	400.00	400.00
	600.00	600.00
24. Applied Mathematics:		
Supplies and apparatus.....	400.00	400.00
Clerical assistance.....	500.00	500.00
	900.00	900.00
25. Physics:		
Laboratory and workshop supplies.....	5,000.00	5,500.00
Apparatus.....	3,500.00	3,000.00
Experimental tables, cases, books, charts, fittings, etc.....	750.00	750.00
Laboratory and workshop assistance, including technical assistance.....	1,500.00	1,500.00
Special Laboratory alterations and replacements.....	1,000.00
	10,750.00	11,750.00
26. Astronomy:		
At University:		
Supplies.....	300.00	300.00
At Observatory:		
Supplies and apparatus.....	2,000.00	2,000.00
Library, including binding, mending and publications....	500.00	500.00
Travelling allowances.....	300.00	300.00
	3,100.00	3,100.00
27. Geology:		
Maintenance and equipment, including mechanical assistance in preparing specimens.....	700.00	1,000.00
Summer field work, travelling expenses, etc.....	600.00	600.00
	1,300.00	1,600.00
28. Mineralogy:		
Maintenance and equipment.....	1,000.00	1,100.00
Special X-ray equipment and instruments.....	1,300.00	1,700.00
Student microscopes.....	450.00
Alterations, partitions and repairs.....	447.00
	2,750.00	3,247.00
29. Chemistry:		
Chemistry:		
Chemicals, glassware, apparatus, etc.....	4,500.00	6,000.00
Repairs and renewals.....	500.00	500.00
Clerical assistance.....	200.00	200.00
Physical Chemistry:		
Chemicals, etc.....	700.00	700.00
Electro-Chemistry:		
Supplies.....	1,300.00	1,400.00
Apparatus.....	1,100.00	1,200.00
Laboratory cleaning.....	50.00	50.00
	8,350.00	10,050.00
Organic Chemistry Research:		
Supplies, apparatus and equipment.....	8,000.00
	8,350.00	18,050.00
30. Biology:		
Laboratory and lecture room supplies.....	\$ 4,000.00	\$ 4,500.00
Marine, collecting.....	50.00	50.00
Furnishings, fittings, alterations and new equipment.....	1,000.00	1,500.00
Messenger service.....	250.00	300.00
Incidentals.....	450.00	450.00
	5,750.00	6,800.00
31. Botany:		
Laboratory and office supplies, labour, etc.....	3,000.00	3,000.00
Herbaria, Bear Island Laboratory (cases, labour, supplies, etc.)	850.00	850.00
Botanic Garden and Greenhouse supplies and labour.....	1,600.00	1,600.00
Apparatus and equipment.....	1,000.00	1,250.00
	6,450.00	6,700.00
32. History:		
Supplies.....	200.00	200.00
Secretarial Assistant (Miss Hahn—9 mos.).....	900.00	900.00
Research expenses.....	100.00	100.00
	1,200.00	1,200.00

33. Anthropology (including Sociology):		
Supplies.....	25.00	75.00
Purchase of Indian manuscript.....	50.00
	75.00	75.00
34. Archaeology:		
Supplies.....	400.00	400.00
35. Fine Art:		
Equipment.....	150.00	225.00
Slides, journals and stationery, use of lantern and operator...	550.00	550.00
Assistance in Library (transferred to Salaries).....	450.00
	1,150.00	775.00
36. Geography:		
Maintenance.....	650.00	750.00
Apparatus and furniture.....	350.00	200.00
	1,000.00	950.00
37. Political Economy:		
Office and class room supplies.....	600.00	600.00
Clerical assistance.....	1,750.00	1,850.00
	2,350.00	2,450.00
38. Law:		
Office and class room supplies, etc.....	200.00	200.00
39. Philosophy:		
Supplies, clerical assistance, etc.....	150.00	150.00
40. Psychology:		
Supplies.....	1,400.00	1,400.00
Apparatus and equipment.....	600.00	600.00
Clerical assistant (Mrs. Mussen).....	1,050.00	1,050.00
Laboratory attendants.....	950.00	1,550.00
Laboratory cleaning.....	75.00	75.00
	4,075.00	4,675.00
41. Italian and Spanish:		
Supplies and clerical assistance.....	225.00	225.00
42. University College Departments:		
(a) Classics:		
Supplies.....	200.00	200.00
(b) English:		
Supplies.....	50.00	50.00
(c) French:		
Supplies.....	200.00	200.00
(d) German:		
Supplies.....	75.00	75.00
(e) Semitics:		
Supplies.....	75.00	75.00
(f) Ethics:		
Supplies.....
	600.00	600.00
43. University College General Expenses:		
Principal's and Registrar's office supplies, stationery, printing and incidentals.....	\$ 750.00	\$ 750.00
Messenger service.....	450.00	450.00
Sundry expenses of the Principal.....	400.00	400.00
	1,600.00	1,600.00
44. University College Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	100.00	100.00
Water.....	200.00	200.00
Caretaker's supplies.....	500.00	500.00
Cleaning.....	4,600.00	4,900.00
Repairs and renewals.....	5,000.00	5,000.00
Sundries.....
Caretaker.....	1,500.00	1,550.00
	11,900.00	12,250.00
45. McLennan Laboratory (Physics):		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	200.00	200.00
Water.....	500.00	500.00
Caretaker's supplies.....	225.00	225.00
Cleaning.....	1,700.00	1,800.00
Repairs and renewals.....	2,300.00	2,300.00
Sundries.....
Caretaker (Hill).....	1,450.00	1,500.00
	6,375.00	6,525.00
46. Chemical Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	300.00	350.00
Water.....	250.00	300.00
Caretaker's supplies.....	200.00	200.00
Cleaning.....	1,800.00	2,000.00
Repairs and renewals.....	1,600.00	1,600.00
Sundries.....
Caretaker (paid as Laboratory Assistant, with rooms, heat and light valued at \$420, chargeable against building and included above—Fortescue).....
	4,150.00	4,450.00
47. Biological Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	100.00	75.00
Water.....	300.00	300.00
Caretaker's supplies.....	225.00	225.00
Cleaning.....	2,000.00	2,100.00
Repairs and renewals.....	2,000.00	2,200.00
Sundries.....
Caretaker (with rooms, heat and light valued at \$300—Wright).....	1,100.00	1,150.00
	5,725.00	6,050.00
48. Botany Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	150.00	150.00
Water.....	400.00	400.00
Caretaker's supplies.....	225.00	225.00
Cleaning.....	2,300.00	2,500.00
Repairs and renewals.....	1,800.00	1,800.00
Sundries.....
Caretaker (Walker).....	1,350.00	1,350.00
	6,225.00	6,425.00

49. Baldwin House (History):		
Fuel.....	\$ 550.00	\$ 600.00
Gas, City current and occasional fuel	20.00	20.00
Water.....	60.00	40.00
Caretaker's supplies.....	75.00	75.00
Cleaning and furnaceman	250.00	400.00
Repairs and renewals.....	600.00	600.00
Caretaker (Town).....	1,350.00	1,350.00
	2,905.00	3,085.00
50. No. 43 St. George Street:		
Fuel.....	275.00	250.00
Gas, City current and occasional fuel	15.00	15.00
Water.....	15.00	15.00
Caretaker's supplies.....	50.00	50.00
Cleaning, furnaceman, etc.....	450.00	500.00
Repairs and renewals.....	300.00	300.00
Sundries.....
	1,105.00	1,130.00
51. No. 45 St. George Street (Law):		
Fuel.....	500.00	450.00
Gas, City current and occasional fuel	40.00	40.00
Water.....	20.00	20.00
Caretaker's supplies.....	75.00	75.00
Cleaning (with rooms, heat and light valued at \$300)	700.00	600.00
Repairs and renewals.....	400.00	400.00
	1,735.00	1,585.00
52. No. 47 St. George Street (Applied Mathematics):		
Fuel.....	350.00	350.00
Gas, City current and occasional fuel	75.00	75.00
Water.....	15.00	15.00
Caretaker's supplies.....	30.00	30.00
Cleaning, furnaceman, etc.....	400.00	425.00
Repairs and renewals.....	300.00	300.00
Sundries.....
	1,170.00	1,195.00
53. Economics Building:		
Fuel.....	2,200.00	2,200.00
Gas, City current and occasional fuel	1,350.00	1,350.00
Water.....	125.00	125.00
Caretaker's supplies.....	275.00	275.00
Cleaning and fireman	3,200.00	3,600.00
Repairs and renewals.....	2,000.00	2,000.00
Sundries: Mechanical Stoker.....	1,200.00
Women's Rest Room Accommodation.....	1,800.00
Caretaker (with rooms valued at \$100—McCormack)	1,100.00	1,100.00
	11,450.00	12,450.00
54. Psychology Buildings—(Nos. 69, 71 and 100 St. George Street):		
Fuel.....	950.00	950.00
Gas, City current and occasional fuel	100.00	100.00
Water.....	40.00	40.00
Caretaker's supplies.....	100.00	100.00
Cleaning, furnaceman, etc.....	1,200.00	1,300.00
Repairs and renewals.....	1,000.00	1,000.00
Sundries.....
No. 104 St. George Street:		
Alterations and repairs.....	5,000.00
Maintenance.....	1,600.00
	3,390.00	10,090.00
55. David Dunlap Observatory:		
Fuel.....	500.00	450.00
Gas, City current and occasional fuel.....	900.00	850.00
Water.....
Caretaker's supplies.....	70.00	60.00
Cleaning.....
Repairs and renewals.....	500.00	500.00
Sundries (including grounds).....	1,250.00	1,300.00
Caretaker (with house valued at \$15 per month—Mackenzie)	780.00	840.00
	4,000.00	4,000.00

VII. FACULTY OF MEDICINE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
56. Salaries:		
(a) Administration:		
Dean of Faculty (Gallie—paid also \$10,000 as Professor)	\$ 1,000.00	\$ 1,000.00
Assistant Dean and Secretary (Ryerson—paid also \$300 in Surgery and \$360 in Dentistry, 1938-39).....	5,000.00	5,200.00
Assistant (Miss Jones).....	1,850.00	1,900.00
Assistant (Miss Russell).....	1,800.00	1,850.00
Clerk (Miss Perry).....	1,550.00	1,600.00
Messenger Service.....	850.00	875.00
Hospital Theatre, Toronto General Hospital:		
General Attendant (Hart).....	1,550.00	1,550.00
Cloak-room Attendant.....	500.00	500.00
	14,100.00	14,475.00
(b) Anatomy:		
Professor (Grant).....	7,000.00	7,000.00
Professor (half salary, balance in Biology—Piersol)	2,550.00	2,550.00
Professor (Watt).....	4,800.00	5,000.00
Associate Professor (Ham).....	3,850.00	3,850.00
Associate Professor (Cates—\$250 supplementary in 1937-38).....	3,800.00	4,050.00
Assistant Professor (George).....	3,100.00	3,100.00
Lecturer (Smith—paid also \$200 by School of Nursing in 1937-38)	1,800.00	2,100.00
Demonstrators and Assistants (18 in 1937-38, of whom 1 paid also in Physiology and 2 in Special Research).....	5,060.00	5,060.00
Senior Technical Assistant (Le Masurier).....	1,800.00	1,900.00
Technical Assistant (Whittaker—paid also \$150 in Dentistry).....	750.00	805.00
Technical Assistant (Ross).....	700.00	900.00
Clerical Assistant (Miss Dowsley).....	1,300.00	1,300.00
Laboratory Assistant (McCormick).....	1,700.00	1,700.00
Laboratory Assistant (George).....	1,500.00	1,500.00
Museum Curator and Demonstrator in Neurology (part time—Guyatt).....	1,000.00	1,000.00
Laboratory Assistant (Storton).....	650.00	900.00
	41,360.00	42,715.00

(c) Pathology and Bacteriology:		
Professor (Boyd).....	8,000.00	8,000.00
Professor (Holman).....	5,000.00	5,000.00
Professor (Robinson).....	2,200.00	2,200.00
Assistant Professor (Duff).....	2,250.00	2,750.00
Assistant Professor (Western Hospital—Shanks).....	250.00	300.00
Assistant Professor, formerly Special Lecturer, Pathology (St. Michael's Hospital—Magner).....	750.00	300.00
Assistant Professor, formerly Lecturer (Sick Children's Hospital—Erb).....	200.00	300.00
Lecturer, Bacteriology (Greedy).....	1,800.00	1,800.00
do. do. and Serology (Miss Price).....	3,000.00	3,000.00
Senior Fellow, Pathology.....	1,200.00	1,200.00
Fellows in Pathology and Museum (2).....	2,000.00	1,700.00
do. Bacteriology.....	1,000.00	1,000.00
Demonstrator in Pathology (full time).....	500.00	600.00
do. Bacteriology.....	100.00	100.00
Assistant in Laboratory (Pathology—Miss Simpson).....	1,500.00	1,500.00
Assistant in Laboratory (Bacteriology—Miss H. Boyd).....	1,020.00	1,100.00
Technician.....	1,140.00	1,020.00
Special Technician (Miss Alvey).....	1,100.00	1,100.00
Laboratory Attendants for preparing media.....	2,700.00	2,700.00
Secretary (Miss G. K. R. Boyd).....	1,260.00	1,260.00
Librarian and Assistant Secretary (Miss Hammond).....	1,020.00	1,020.00
Museum Stenographer (Miss McKinnon).....	1,260.00	1,260.00
Preparator (Payne).....	1,800.00	1,800.00
Junior Attendant in Museum (Miss Eck).....	600.00	600.00
Autopsy Recorder (Miss Wightman).....	960.00	960.00
Autopsy Technician (Miss Johnston).....	960.00	960.00
	43,570.00	43,530.00
Division of Neuropathology:		
Neuropathologist (Linell).....	4,500.00	4,500.00
Lecturer (Dr. Tom).....	1,950.00	1,950.00
Fellow.....	1,000.00	1,000.00
Technician (Miss Hein).....	1,100.00	1,140.00
Technician (Medicine and Surgery).....	1,020.00	1,020.00
Stenographer (Miss Bell).....	1,100.00	1,100.00
	54,240.00	54,240.00
(d) Pathological Chemistry:		
Professor (Hunter—paid also in Connaught Laboratories 1937-38).....	\$ 6,000.00	\$ 7,000.00
Associate Professor (Nicholson).....	3,450.00	3,600.00
Lecturer (part time—Urquhart).....	1,000.00	1,000.00
Demonstrators and Assistants.....	1,600.00	1,600.00
Fellows (2).....	2,200.00	2,500.00
Technician (C. E. Downs).....	1,500.00	1,500.00
Laboratory Assistant (H. Downs).....	1,100.00	1,200.00
Laboratory Attendant (Mrs. Faulds).....	750.00	750.00
Laboratory Attendant (Mrs. MacCallum).....	350.00	350.00
Secretarial Assistant (Miss Shannon).....	1,200.00	1,200.00
Balance of appropriation of 1937-38.....	200.00
	19,350.00	20,700.00
(e) Pharmacy and Pharmacology:		
Professor (Henderson).....	6,000.00	6,000.00
Associate Professor (Lucas).....	3,800.00	4,000.00
Lecturer.....	2,000.00
Fellows (2).....	3,000.00	3,100.00
Technical Assistant (Brock).....	2,100.00	2,100.00
Laboratory attendant (Codner).....	1,160.00	1,160.00
Technical Assistant, formerly Cleaner (Morrison).....	750.00	900.00
Clerical Assistant (Miss Caldecott).....	550.00	550.00
Balance of appropriation of 1937-38.....	100.00
	17,460.00	19,810.00
(f) Bio-Chemistry (including Zymology):		
Professor (Wasteneys).....	6,000.00	6,000.00
Professor (Marrian).....	5,000.00	5,000.00
Associate Professor (Wynne).....	3,800.00	4,000.00
Lecturer (Crocker).....	1,800.00	2,000.00
Fellows (5 in 1937-38, of whom 3 paid also in Special Research).....	4,500.00	4,850.00
Secretarial Assistant (Miss Delamere).....	1,350.00	1,350.00
Senior Technician (Fletcher).....	1,650.00	1,650.00
Technician (Sloan).....	1,650.00	1,700.00
Technician (McClary).....	1,100.00	1,100.00
Research Assistant, formerly Technician (Miss Skill).....	1,050.00	1,100.00
Laboratory Assistant (Lumbard).....	1,050.00	1,050.00
Laboratory Assistant (Clough).....	1,050.00	1,050.00
Laboratory Attendant (Mrs. Wilkie).....	750.00	800.00
	30,750.00	31,650.00
(g) Physiology:		
Professor (Best—paid also in Connaught Laboratories and \$2,500 in Special Research).....	6,000.00	6,000.00
Professor (Taylor).....	4,500.00	4,800.00
Assistant Professor (Solandt—paid also \$150 in Athletics—Women in 1937-38; also \$300 in School of Hygiene in 1938-39).....	3,500.00	3,500.00
Assistant Professor (Waters).....	2,900.00	2,900.00
Lecturer, Neuro-Physiology (Botterell—paid also \$1,500 in Surgery).....	1,500.00	1,500.00
Lecturer and Research Associate (Fidlar).....	1,500.00	1,800.00
Demonstrator.....	1,600.00	1,400.00
Fellows (3 in 1937-38, of whom 1 paid also \$350 in Anatomy).....	2,000.00	2,200.00
Departmental Librarian (Miss Cory).....	1,250.00	1,250.00
Secretarial Assistant (Miss Secord—paid also \$100 in Special Research).....	1,250.00	1,250.00
Mechanician (Elliott).....	1,800.00	1,850.00
Technical Assistant and Glass-blower (F. L. Robinson—paid also \$500 in Special Research).....	2,000.00	2,000.00
Technical Assistant, Bio-Physics (Brown).....	1,500.00	1,500.00
Laboratory Assistant for Teaching Laboratories.....	1,450.00	1,200.00
Animal Caretaker (G. L. Robinson).....	1,250.00	1,350.00
Assistant animal caretaker (Crouch).....	950.00	1,050.00
	34,950.00	35,550.00

(h) Hygiene and Preventive Medicine (exclusive of School of Hygiene):

Professor (FitzGerald—salary \$5,000 in School of Hygiene; paid also in Connaught Laboratories)	\$	\$
Professor (Defries—salary \$3,500 in School of Hygiene; paid also in Connaught Laboratories)	1,000.00
Professor (part time—Fraser; paid also in Connaught Laboratories).....	4,500.00	4,500.00
Associate Professor (Moloney—salary \$2,800 in School of Hygiene; paid also in Connaught Laboratories).....
Assistant Professor (part time—Brown; paid also in Connaught Laboratories).....	1,000.00	1,100.00
Assistant Professor (part time—Miss Fraser; paid also in Connaught Laboratories).....	1,000.00	1,100.00
Demonstrator (Wishart—also in Connaught Laboratories 1937-38).....	1,400.00
Demonstrator (Wishart).....	2,800.00
Demonstrator.....	1,400.00	1,000.00
Demonstrators (part time—3, of whom 2 paid also in Connaught Laboratories).....	1,600.00	1,300.00
Class Assistant (Miss Collins).....	720.00	744.00
Class Assistant (Miss Parr).....	720.00	744.00
Fellow.....	1,000.00	1,000.00
Secretarial Assistant (Miss Barr).....	1,150.00	1,200.00
Balance of appropriation of 1937-38.....	1,130.00
	16,620.00	15,488.00

(i) Medicine and Clinical Medicine:

Professor (Graham).....	10,000.00	10,000.00
Assistant Professors (5—part time).....	1,500.00	1,500.00
Assistant Professor (Farquharson—paid also \$1,000 in Therapeutics).....	2,000.00	2,000.00
Assistant Professor (half time—W. F. McPhedran)	500.00	500.00
Associates (8—part time).....	2,000.00	2,000.00
Associate (full time—Campbell).....	2,500.00	2,500.00
Associates, half time (1 in 1937-38)—(2)....	500.00	1,000.00
Senior Demonstrators:		
part time (8 in 1937-38)—(10).....	1,600.00	2,000.00
half time (2 in 1937-38)—(3).....	1,500.00	1,500.00
Junior Demonstrators:		
part time (8 in 1937-38)—(6).....	1,200.00	900.00
full time (1 in 1937-38)—(4).....	9,800.00	10,300.00
half time (4 in 1937-38)—(2).....	4,000.00	1,500.00
Clinical Microscopy (1).....	250.00	250.00
Fellows (2).....	2,000.00	2,200.00
Research Assistants (2).....	2,580.00	2,640.00
Secretarial Assistant (Miss Clutton).....	1,440.00	1,440.00
do. do. (half time—paid also \$420 in Therapeutics).....	500.00	420.00
Technician (Miss Hearn).....	1,320.00	1,320.00
Laboratory Attendant.....	500.00	720.00
Balance of appropriation of 1937-38.....	300.00
	45,990.00	44,690.00

(j) Paediatrics:

Professor (part time—Alan Brown).....	350.00	350.00
Associate (full time—Tisdall).....	2,000.00	2,000.00
Associates (3—part time).....	750.00	750.00
Senior Demonstrator (full time).....	2,000.00	2,000.00
Senior Demonstrators (2—part time).....	400.00	400.00
Senior Demonstrator (1).....	500.00	500.00
Junior Demonstrator (1—part time).....	150.00	150.00
do. Demonstrators, part time (5 in 1937-38)—(4)	1,500.00	1,000.00
Research Fellow (part time).....	200.00	200.00
do. Assistant (part time).....	200.00	700.00
Technicians (3—part time).....	600.00	600.00
Secretarial Assistant (part time—Miss Cassidy)...	500.00	500.00
	9,150.00	9,150.00

(k) Surgery and Clinical Surgery:

Professor (Gallie—paid also \$1,000 as Dean of Faculty).....	10,000.00	10,000.00
Assistant Professors (8).....	2,400.00	2,400.00
Associates (6).....	1,500.00	1,500.00
Senior Demonstrators (9).....	1,800.00	1,800.00
Junior do. (16 in 1937-38)—(17)	2,400.00	2,550.00
Fellows, part time (6 in 1937-38, of whom 1 paid also \$1,500 in Physiology)—(7).....	7,020.00	7,000.00
Fellows, Resident (3).....	1,200.00	1,200.00
Assistant Fellows, Resident (8).....	2,400.00	2,400.00
Laboratory Technician (Pringle).....	1,080.00	1,200.00
Secretary (Miss McLaren).....	1,440.00	1,500.00
Balance of appropriation of 1937-38.....	480.00
	31,720.00	31,550.00

(l) Obstetrics and Gynaecology:

Professor (Scott).....	\$ 5,000.00	\$ 5,000.00
Assistant Professors (3—part time).....	900.00	900.00
Associate (part time—Kinnear).....	250.00	250.00
Senior Demonstrators (4—part time).....	800.00	800.00
Junior Demonstrators, part time (9 in 1937-38)—(10)	1,350.00	1,500.00
Fellows (2—full time).....	2,500.00	2,500.00
Technician (Miss Bonham).....	1,100.00	1,100.00
Secretary (Miss Carson).....	900.00	900.00
	12,800.00	12,950.00

(m) Ophthalmology:

Professor (Lowry).....	700.00	700.00
Associates (4).....	800.00	800.00
Associate (part time—Macdonald).....	1,200.00	1,200.00
Assistant (half time—Johnston).....	800.00	800.00
Junior Demonstrators (2).....	400.00	400.00
Secretarial Assistant and Technician (half time—Miss M. Gray—paid also \$500 in Oto-Laryngology).....	500.00	500.00
	4,400.00	4,400.00

(n) Oto-Laryngology:

Professor (Goldsmith).....	700.00	700.00
Associate Professor (Biggs).....	350.00	350.00
Associate (Campbell).....	250.00	250.00
Senior Demonstrators (3 in 1937-38)—(5)....	600.00	1,000.00
Junior Demonstrators (7).....	1,050.00	1,050.00
Junior Demonstrator (full time—Ireland).....	1,900.00	1,500.00
Junior Demonstrator (half time).....	500.00
Technician (half time—Miss M. Gray—paid also \$500 in Ophthalmology).....	500.00	500.00
	5,850.00	5,350.00

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.	TO BE CHARGED TO SPECIAL FUNDS 1938-39.
(o) Therapeutics:			
Assistant Professor (Farquharson—paid also \$2000 in Medicine)	1,000.00	1,000.00	
Associate (in charge of Anaesthesia—Shields)	250.00	250.00	
Associate (in charge of Physical Therapy—Gardiner)	250.00	250.00	
Senior Demonstrator, Therapeutics (1)	200.00	200.00	
Junior Demonstrators, Anaesthesia (5 in 1937-38)——(7)	750.00	1,050.00	
Assistants, Therapeutics (3)	150.00	150.00	
Research Fellow, Therapeutics	800.00	800.00	
Secretarial Assistant (part time—paid also \$420 in Medicine)	420.00	
Balance of appropriation of 1937-38	300.00	
	3,700.00	4,120.00	
(p) Psychiatry:			
Professor (Farrar)	5,000.00	5,000.00	
Assistant Professor (Lewis—\$1,600 supplementary in 1937-38)	300.00	500.00	
Associate (McCuaig—on leave of absence in 1937-38)	250.00	
Junior Demonstrators (5 in 1937-38)——(6)	750.00	900.00	
	6,050.00	6,650.00	
(q) Medical Jurisprudence:			
Lecturers (2)	250.00	250.00	
(r) Radiology:			
Professor (Richards)	250.00	700.00	
Associate (Singleton)	250.00	250.00	
Senior Demonstrators (2 in 1937-38)——(5)	400.00	1,000.00	
Assistant Demonstrator	100.00	100.00	
Part time Assistant	500.00	500.00	
	1,500.00	2,550.00	
(s) History of Medicine:			
Professor (Elliott)	\$ 700.00	\$ 700.00	
(t) Special Lectures:			
English	400.00	
Dental Surgery	100.00	100.00	
Science and Civilization	400.00	
	500.00	500.00	
	351,440.00	357,938.00	
Less chargeable to:—			
Eaton Endowment	\$29,640.00		\$28,340.00
Rockefeller Fund	50,000.00		49,000.00
	79,640.00	271,800.00	280,148.00
			77,340.00
57. Anatomy:			
Anatomical material	3,000.00	3,000.00	
General supplies, equipment and incidentals	2,600.00	2,445.00	
	5,600.00	5,445.00	
58. Pathology and Bacteriology:			
Supplies and apparatus	5,800.00	4,800.00	
Museum supplies	1,000.00	1,000.00	
Clerical assistance	225.00	225.00	
Alterations in Museum	700.00	
	7,025.00	6,725.00	
Neuropathology:			
Supplies and apparatus	1,000.00	1,000.00	
	8,025.00	7,725.00	
59. Pathological Chemistry:			
Supplies and apparatus	2,250.00	2,250.00	
60. Pharmacy and Pharmacology:			
Supplies	2,000.00	2,000.00	
Apparatus	400.00	400.00	
	2,400.00	2,400.00	
61. Bio-Chemistry (including Zymology):			
Supplies and apparatus	4,600.00	4,600.00	
62. Physiology:			
Supplies and apparatus	3,650.00	3,650.00	
63. Hygiene and Preventive Medicine:			
Supplies and apparatus	1,820.00	2,727.00	
Cleaner (part time)	400.00	625.00	
	2,220.00	3,352.00	
64. Medicine:			
Supplies and chemicals	1,000.00	1,960.00
Apparatus	760.00	1,100.00
Books and periodicals	700.00	700.00
Laboratory cleaning	400.00	400.00
Chargeable to Eaton Endowment	2,860.00	4,160.00
65. Paediatrics:			
Supplies and chemicals	1,000.00	1,000.00
Apparatus	500.00	500.00
Chargeable to Eaton Endowment	1,500.00	1,500.00
66. Surgery:			
Supplies and apparatus	\$1,030.00	\$1,200.00	
Museum of Applied Anatomy	250.00	250.00	
	1,280.00	1,450.00	
67. Obstetrics and Gynaecology:			
Supplies and apparatus	550.00	550.00	
68. Ophthalmology:			
Supplies and apparatus	500.00	500.00	
69. Oto-Laryngology:			
Supplies and apparatus	300.00	500.00	
70. Therapeutics:			
Supplies and apparatus	200.00	200.00	
71. Psychiatry:			
Supplies and apparatus	50.00	50.00	

72. Medical Jurisprudence:		
Supplies.....
73. Radiology:		
Supplies and apparatus.....	1,000.00	1,000.00
74. Art Service:		
(a) Salaries:		
Director (Miss Wishart).....	2,500.00	2,500.00
Assistant (Miss Foster).....	1,350.00	1,400.00
	3,850.00	3,900.00
(b) Expenses:		
Part time assistance.....	100.00	100.00
Supplies, etc.....	200.00	200.00
	4,150.00	4,200.00
75. General Expenses:		
Sundry expenses of the Dean.....	200.00	200.00
Stationery, office supplies and incidentals.....	2,400.00	2,400.00
Publications, Calendar, Dean's Report, Medical Bulletin, Lister Lecture.....	950.00	950.00
Maintenance and equipment of Lecture Theatre, T.G.H., lantern service, etc.....	250.00	450.00
Medals.....	50.00	50.00
Association of American Medical Colleges, Membership fee.....	150.00	150.00
Alterations in Secretary's office.....	500.00
	4,500.00	4,200.00
76. Medical Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	800.00	800.00
Water.....	1,200.00	1,200.00
Caretaker's supplies.....	200.00	200.00
Cleaning.....	2,200.00	2,300.00
Repairs and renewals.....	3,000.00	3,000.00
Sundries: Volatile Solvents Storage.....	2,000.00
Caretaker (including attendance at Council meetings—Motttram).....	1,400.00	1,450.00
	8,800.00	10,950.00
77. Banting Institute (including Lecture Room, Toronto General Hospital):		
Heat and light.....	\$6,000.00	\$6,000.00
Gas, City current and occasional fuel.....	5,800.00	5,800.00
Water.....	550.00	600.00
Caretaker's supplies.....	600.00	600.00
Cleaning.....	5,700.00	6,150.00
Repairs and renewals.....	3,000.00	3,000.00
Caretaker (Vickery).....	1,500.00	1,500.00
	23,150.00	23,650.00
78. Anatomical Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	25.00	25.00
Water.....	60.00	60.00
Caretaker's supplies.....	250.00	250.00
Cleaning.....	2,000.00	2,150.00
Repairs and renewals.....	1,400.00	1,400.00
Caretaker (Shepherd).....	1,400.00	1,450.00
	5,135.00	5,335.00
79. Hygiene Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	700.00	800.00
Water.....	1,100.00	1,200.00
Caretaker's supplies.....	500.00	500.00
Cleaning.....	4,200.00	4,500.00
Repairs and renewals.....	2,000.00	2,000.00
Caretaker (Irwin).....	1,400.00	1,450.00
	9,900.00	10,450.00

VIII. SCHOOL OF HYGIENE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.	TO BE CHARGED TO SPECIAL FUNDS 1938-39
80. Salaries:			
(1) Administration:			
Director (Fitzgerald—at \$5,000—9 mos. in 1937-38; paid also in Connaught Laboratories).....	\$ 3,750.00	\$ 5,000.00
Secretary (Craigie—paid also \$500 as Assistant Professor; paid also in Connaught Laboratories).....	500.00	500.00
Office Assistant (part time—Kerns; paid also in Connaught Laboratories).....	350.00	350.00
(2) Epidemiology and Biometrics:			
Associate Director, School of Hygiene, Professor, Hygiene and Epidemiology (Defries; paid also in Connaught Laboratories).....	2,500.00	3,500.00
Associate Professor, Hygiene and Epidemiology (McKinnon; paid also in Connaught Laboratories).....	1,000.00	1,000.00
Assistant Professor, Epidemiology (Craigie—paid also \$500 as Secretary; paid also in Connaught Laboratories).....	500.00	500.00
Assistant Professor, formerly Lecturer, Biometrics (Miss Ross).....	2,400.00	2,400.00
Lecturer, Public Health Engineering (part time—Berry—paid also \$1,000 in Civil Engineering)	500.00	500.00
Special Lecturers.....	50.00	70.00
Clinical Associates, Epidemiology (part time):			
A. L. McKay.....	250.00	200.00
J. T. Phair.....	300.00	200.00
Demonstrator, Biometrics (Sellers).....	350.00	350.00
Laboratory Assistants, Biometrics:			
S. Raven.....	890.00	940.00
W. Moore (part time; paid also in Connaught Laboratories).....	700.00	750.00
Miss McCausland (part time; paid also in Connaught Laboratories).....	384.00	414.00
Secretary (Randall).....	1,100.00	1,100.00

(3) Physiological Hygiene:		
Acting Head of Department (Best — paid \$8,500 in Physiology, etc.; paid also in Connaught Laboratories).....		
Assistant Professor (MacLean; also in Connaught Laboratories).....	2,900.00	2,900.00
Assistant Professor (part time—McHenry; paid also in Connaught Laboratories).....	1,100.00	1,100.00
Research Associate (Miss Ridout; paid also in Connaught Laboratories).....		750.00
Research Associate (part time—Mrs. Partridge)	1,000.00	500.00
Lecturer, Industrial Hygiene (Cunningham)	1,000.00	500.00
Research Associate, Industrial Hygiene (Barrett).....	2,700.00	2,700.00
Research Associate (part time—D. Y. Solandt—paid also \$3,500 in Physiology)...		300.00
Research Assistant, Industrial Hygiene (10 mos. from 1 Sept.).....	500.00	
Secretary (Miss Mahon).....	1,200.00	1,200.00
Senior Technical Assistant (part time—Cowan)	1,500.00	1,500.00
Technical Assistant (W. Staples).....	950.00	950.00
Technical Assistant (Skelding).....	730.00	
(4) Chemistry in Relation to Hygiene:		
Associate Professor (Moloney; paid also in Connaught Laboratories).....	2,800.00	2,800.00
Demonstrator (part time—Miss Taylor; paid also in Connaught Laboratories).....	500.00	500.00
Class Assistant (part time—Miss Smith; paid also in Connaught Laboratories in 1937-38)	200.00	
Technical Assistant (Kimm).....	830.00	900.00
Technical Assistant (Moore).....	540.00	
	33,974.00	34,374.00
81. Maintenance of Departments:		
Administration:		
Supplies, telephone service, etc.	600.00	600.00
Epidemiology and Biometrics:		
Supplies and equipment	285.00	285.00
Physiological Hygiene:		
Apparatus and supplies.....	420.00	400.00
Chemistry in relation to Hygiene:		
Supplies and equipment.....	300.00	300.00
	1,605.00	1,585.00
Chargeable to Rockefeller Fund.....	35,579.00	35,959.00

IX. FACULTY OF APPLIED SCIENCE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
82. Salaries:		
(a) Dean's Office:		
Dean of Faculty (Mitchell).....	\$ 6,000.00	\$ 6,000.00
(b) Electrical Engineering:		
Professor (Price).....	5,500.00	5,500.00
Associate Professor (Zimmer).....	4,200.00	4,200.00
Associate, formerly Assistant Professor (Smith).....	3,500.00	3,600.00
Associate Professor.....		3,600.00
Assistant Professor (Bayly)	3,000.00	3,200.00
Lecturer (Brown)	2,100.00	2,300.00
Lecturer, formerly Instructor (Reid).....	1,600.00	1,800.00
Instructor.....	1,400.00	
Demonstrators and Instructors (8).....	8,400.00	9,100.00
Mechanician (Lawson).....	2,000.00	2,000.00
Electrician (McKee).....	2,000.00	2,000.00
Assistant Electrician (Bakewell)	1,100.00	1,100.00
Office Assistant and Librarian (part time—Miss Redmond—paid also \$525 in Civil Engineering)	500.00	525.00
Balance of appropriation of 1937-38.....	700.00	
	36,000.00	38,925.00
(c) Mechanical Engineering:		
Professor (Angus).....	6,000.00	6,000.00
Professor (Allcut).....	4,500.00	4,800.00
Associate Professor (Ross Taylor).....	3,600.00	3,600.00
Associate, formerly Assistant Professor (McIntosh).....	3,400.00	3,500.00
Lecturer (Lord)	2,500.00	2,500.00
Lecturer (Wiren).....	1,900.00	2,100.00
Lecturer (Hally).....	1,900.00	1,900.00
Lecturer (6 mos. in 1937-38).....	975.00	1,800.00
Demonstrators (8 in 1937-38, of whom 1 paid also in Special Research).....	7,000.00	9,600.00
Engineer and Machinist (Hickey).....	2,000.00	2,000.00
Assistant Machinist (part time) {	2,100.00	2,100.00
Fireman (part time) }		
Laboratory Attendant (Odd).....	1,200.00	1,200.00
Office Assistant and Librarian (Miss Burt).....	1,150.00	1,150.00
Balance of appropriation of 1937-38.....	3,575.00	
	41,800.00	42,250.00
(d) Civil Engineering: Municipal and Structural:		
Professor (Young).....	5,500.00	5,500.00
Professor (Loudon).....	5,000.00	5,000.00
Assistant Professor (Morrison).....	2,600.00	2,700.00
Assistant Professor (Sagar).....	2,600.00	2,700.00
Assistant Professor.....		2,600.00
Lecturer (Lazier).....	2,400.00	2,500.00
Lecturer.....		1,800.00
Special Lecturer, Municipal Engineering (Berry—paid also \$500 in School of Hygiene)	1,000.00	1,000.00
Special Lecturer (Goodier).....	800.00	
Special Lecturers, Aerodynamical work (including expenses)	100.00	100.00
Demonstrator (Helwig —paid also \$300 in Special Research in 1937-38)	1,250.00	1,350.00
Demonstrator (Hamer).....	800.00	
Mechanician (Kubbinga).....	1,100.00	1,300.00
Laboratory Assistant (10 months—Brown).....	1,100.00	1,100.00
Office Assistant and Librarian (part time—Miss Redmond—paid also \$525 in Electrical Engineering).....	500.00	525.00
Balance of appropriation of 1937-38.....	400.00	
	25,150.00	28,175.00
(e) Civil Engineering: Surveying and Geodesy:		
Professor (Treadgold).....	4,500.00	4,500.00
Associate Professor (Crerar).....	4,000.00	4,000.00
Associate Professor (Banting).....	3,800.00	3,800.00
Associate Professor (Melson).....	3,600.00	3,600.00
Instructor (Rowe)	1,450.00	1,500.00
Demonstrator (part time)	400.00	400.00
Mechanician (7 months—part time—Harding—paid also \$500 in Applied Physics)	425.00	425.00
Office Assistant and Librarian (part time—Miss Cave—paid also \$525 in Applied Physics and \$100 in Photographic Service).....	625.00	625.00
	18,800.00	18,850.00

(f) Mining Engineering:		
Professor	6,000.00	6,000.00
Professor, formerly Associate Professor (Dyer)	4,100.00	4,500.00
Professor, formerly Associate Professor (King)	4,100.00	4,300.00
Lecturer Wolfe—\$150 supplementary in 1937-38)	1,850.00	2,100.00
Demonstrators (4)	4,500.00	4,800.00
Laboratory Assistant and Mechanician (Tozer)	1,500.00	1,500.00
Laboratory Attendant, Assaying (Waybrant)	1,250.00	1,300.00
Assistant Mechanician (part time, 32 weeks—Reilly)	960.00	960.00
Laboratory Helpers (part time—2)	800.00	860.00
Office Assistant and Librarian (Miss Bradshaw)	1,100.00	1,100.00
	26,160.00	27,420.00
(g) Metallurgical Engineering:		
Professor (Guess)	\$ 5,700.00	\$ 5,700.00
Associate Professor (Newcombe)	3,700.00	3,800.00
Associate Professor (Montgomery)	3,600.00	3,700.00
Assistant Professor (Toomer)	3,450.00	3,450.00
Laboratory Attendant (10 months—Ross)	700.00	800.00
Office Assistant and Librarian (9 months, part time, paid also \$450 in Secretary's office)	300.00	300.00
	17,450.00	17,750.00
(h) Chemical Engineering and Applied Chemistry:		
Professor (Bain)	5,500.00	5,500.00
Professor (Boswell)	4,900.00	4,900.00
Professor (Ardagh)	4,500.00	4,500.00
Assistant Professor (Smith)	3,300.00	3,400.00
Assistant Professor (McLaughlin)	3,000.00	3,100.00
Lecturer (Easter Term)		1,025.00
Instructors (3 in 1937-38, of whom 1 paid also in Special Research)—(3)	4,200.00	4,500.00
Demonstrators and Assistants (7 in 1937-38, of whom 5 paid also in Special Research)—(6)	6,650.00	6,500.00
Lecture Assistant and Glass-Blower (Hunt)	1,700.00	1,750.00
Laboratory Assistant (Westhead)	1,200.00	1,200.00
Lecture Assistant (Hammond)	1,000.00	1,000.00
Laboratory Attendant (Storton)	900.00	900.00
Laboratory Attendants	1,400.00	1,600.00
Special Lecturer, Pulp and Paper (including expenses—Crossley)	150.00	150.00
Special Lecturer, Sanitary Chemistry (DeLaporte)		150.00
Office Assistant and Librarian (part time; paid also \$200 in Secretary's office—Miss D. Birkett)	1,050.00	1,050.00
	39,450.00	41,225.00
(i) School of Architecture:		
Professor (Madill)	4,500.00	4,700.00
Professor, Architectural Design (Arthur)	4,400.00	4,500.00
Assistant Professor (Burden)	3,100.00	3,200.00
Lecturer (Carswell)	2,450.00	2,550.00
Librarian and Instructor in Architectural History and French (Miss Laing)	1,850.00	1,900.00
Instructor in Painting (part time—Jefferys)	1,500.00	1,500.00
Instructor in Modelling (part time—Coates)	950.00	950.00
Special Lecturer, Architectural Design (part time—6 months—Waters)	1,000.00	1,000.00
Special Lecturer (part time—Mathers)	900.00	900.00
Special Lecturer, Architectural Economics (part time—Wilson—paid also \$3,300 as Secretary to Faculty)	250.00	250.00
Special Lecturers, Town Planning and Architecture (including expenses)	300.00	350.00
Attendant in Drafting Rooms (8 months—Arksey)	800.00	800.00
Office Assistant (9 months, part time—Miss Dyer—paid also \$340 in Engineering Drawing)	500.00	500.00
	22,500.00	23,100.00
(j) Engineering Drawing:		
Professor (Cockburn)	5,000.00	5,000.00
Associate Professor (Smither)	4,100.00	4,200.00
Associate Professor (Wright—paid also \$300 as Lecturer in Technical English)	3,900.00	4,000.00
Assistant Professor (Dunbar)	2,750.00	2,800.00
Assistant Professor (Wardell)	2,700.00	2,800.00
Lecturer (Jermyn)	2,400.00	2,400.00
Lecturer (Spence)	2,000.00	2,100.00
Instructors and Demonstrators (7 in 1937-38)—(8)	7,700.00	8,900.00
Attendant in Drafting Rooms (9 months—Brown)	1,100.00	1,100.00
Office Assistant (9 months, part time—Miss Dyer—paid also \$500 in Architecture)	340.00	340.00
	31,990.00	33,640.00
(k) Applied Physics:		
Associate, formerly Assistant Professor (Jackson)	3,400.00	3,600.00
Lecturer, formerly Instructor (Henderson)	1,750.00	1,850.00
Instructor (Jackson)	1,550.00	1,600.00
Demonstrators (3 in 1937-38, of whom 2 paid also in Special Research and 1 also \$450 in Botany)—(3)	2,200.00	2,850.00
Office Assistant and Librarian (part time—Miss Cave—paid also \$625 in Civil Engineering and \$100 in Photographic Service)	500.00	525.00
Mechanician (8 months—Harding—paid also \$425 in Civil Engineering)	500.00	500.00
	9,900.00	10,925.00
(l) Special Lectures:		
Accountancy and Business (1 term—Grant)	\$ 300.00	\$ 300.00
Engineering Law (2 terms—Laidlaw)	500.00	500.00
Technical English (2 terms—paid also \$4,000 in Engineering Drawing—Wright)	300.00	300.00
Public Speaking (1 term—Kirkpatrick)	250.00	250.00
	1,350.00	1,350.00
(m) Secretary's Office:		
Secretary (Wilson—paid also \$250 in Architecture)	3,200.00	3,300.00
Assistant Secretary (Miss E. Birkett)	1,650.00	1,750.00
Assistant (Miss Fenton)	1,150.00	1,150.00
Stenographer (9 months, part time—paid also \$300 in Metallurgical Engineering)	450.00	450.00
Stenographer (part time—paid also \$1,050 in Chemical Engineering—Miss D. Birkett)	200.00	200.00
Office Attendant, formerly Messenger (Dykeman—transferred from General Expenses)		800.00
	6,650.00	7,650.00
	283,200.00	297,260.00
83. Electrical Engineering:		
Supplies	2,200.00	2,200.00
Apparatus	1,000.00	1,000.00
Furniture, printing and incidentals	100.00	100.00
	3,300.00	3,300.00
84. Mechanical Engineering:		
Supplies	800.00	800.00
Apparatus, Thermodynamics	10,000.00	900.00
Apparatus, Hydraulics	250.00	250.00
Proportion of fuel for Experimental Plant	1,200.00	1,200.00
Furniture, printing and incidentals	200.00	200.00
	12,450.00	3,350.00
85. Civil Engineering: Municipal and Structural:		
Supplies	600.00	600.00
Apparatus	600.00	2,500.00
	1,200.00	3,100.00

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.	TO BE CHARGED TO SPECIAL FUNDS 1938-39.
86. Civil Engineering: Surveying and Geodesy:			
Supplies.....	200.00	200.00	
Apparatus.....	750.00	675.00	
Summer Survey Camp:			
Salaries: Staff.....	2,113.00	2,130.00	
Caretaker.....	240.00	240.00	
Repairs, renewals, travelling expenses and general main- tenance.....	1,060.00	1,260.00	
	4,363.00	4,505.00	
87. Mining Engineering:			
Supplies.....	2,100.00	2,500.00	
Apparatus.....	1,800.00	1,850.00	
	3,900.00	4,350.00	
88. Metallurgical Engineering (including Ceramics):			
Supplies.....	450.00	500.00	
Apparatus.....	550.00	1,040.00	
	1,000.00	1,540.00	
89. Chemical Engineering and Applied Chemistry:			
Supplies.....	6,500.00	6,500.00	
Apparatus.....	2,500.00	1,500.00	
	9,000.00	8,000.00	
90. School of Architecture:			
Supplies.....	550.00	550.00	
Apparatus (including books).....	200.00	200.00	
Models for life class.....	40.00	40.00	
Staff expenses, outdoor sketching classes (including travelling and meals).....	115.00	115.00	
	905.00	905.00	
91. Engineering Drawing:			
Supplies.....	\$ 350.00	\$ 350.00	
Apparatus.....	125.00	
Printing instruction sheets.....	150.00	150.00	
	625.00	500.00	
92. Applied Physics:			
Supplies.....	500.00	500.00	
Apparatus.....	1,275.00	1,475.00	
	1,775.00	1,975.00	
93. General Expenses:			
Stationery and Printing, Calendar, office supplies and incidentals.....	2,150.00	2,300.00	
Messenger service and clerical assistance (see Secretary's office).....	960.00	160.00	
Furniture, fixtures, books, etc.....	150.00	150.00	
	3,260.00	2,610.00	
94. Photographic Service:			
(a) Salaries:			
Manager (without remuneration—Anderson)...	
Chief Photographer (Crowther).....	1,450.00	1,450.00	
First Assistant Photographer (Mrs. Milne)....	1,200.00	1,200.00	
Second Assistant Photographer (10 mos.—Stark)	1,000.00	1,000.00	
Photographic Assistant (Vance).....	950.00	950.00	
Secretary, formerly Bookkeeper (Mrs. Morley)	1,150.00	1,150.00	
Office Assistant (part time—Miss Cave—paid also \$625 in Civil Engineering and \$525 in Applied Physics.....	100.00	100.00	
Studio Assistant (\$50 supplementary in 1937-38)	600.00	800.00	
	6,450.00	6,650.00	
(b) Expenses:			
Supplies.....	1,800.00	1,800.00	
Apparatus.....	100.00	
	8,250.00	8,550.00	
95. Mining Building (including Mill Building):			
Heat and light (supplied from Central Power Plant).....	
Gas, City current and occasional fuel.....	1,200.00	1,200.00	
Water.....	600.00	500.00	
Caretaker's supplies.....	300.00	300.00	
Cleaning.....	3,900.00	4,200.00	
Repairs and renewals.....	3,000.00	3,200.00	
Sundries: Alterations to Room 84.....	700.00	
Caretaker (Clarke).....	1,450.00	1,500.00	
	11,150.00	10,900.00	
96. Engineering Building:			
Heat and light (supplied from Central Power Plant).....	
Gas, City current and occasional fuel.....	100.00	100.00	
Water.....	150.00	200.00	
Caretaker's supplies.....	200.00	200.00	
Cleaning.....	1,900.00	2,000.00	
Repairs and renewals.....	2,300.00	2,300.00	
Sundries.....	
Caretaker (Baker).....	1,400.00	1,450.00	
	6,050.00	6,250.00	
97. Electrical Building (including Mechanical Bldg. and Wind Tunnel):			
Heat and light (supplied from Central Power Plant).....	
Fuel for Experimental Plant.....	1,200.00	1,200.00	
Gas, City current and occasional fuel.....	100.00	125.00	
Water.....	400.00	400.00	
Caretaker's supplies.....	175.00	175.00	
Cleaning.....	2,200.00	2,400.00	
Repairs and renewals.....	2,000.00	2,000.00	
Sundries.....	
Caretaker (Hitchcock).....	1,450.00	1,450.00	
	7,525.00	7,750.00	
98. Geodetic Observatory Building:			
Heat and light (supplied from Central Power Plant).....	
Water.....	25.00	25.00	
Caretaker's supplies.....	25.00	25.00	
Cleaning.....	125.00	150.00	
Repairs and renewals.....	300.00	300.00	
	475.00	500.00	
	75,228.00	68,085.00	
Less chargeable to Wallberg Bequest.....	20,000.00	7,000.00
	55,228.00	61,085.00	7,000.00

X. FACULTY OF DENTISTRY

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
99. Salaries:		
(a) Regular Staff:		
Dean of Faculty (paid also \$5,000 as Professor—Mason)...	\$ 1,000.00	\$ 1,000.00
Professors:		
Operative Dentistry (Mason—paid also \$1,000 as Dean)	5,000.00	5,000.00
Prosthetic Dentistry (Lott).....	5,000.00	5,000.00
Dental Technology and Metallurgy (Cowling).....	2,000.00	2,000.00
Pathology and Bacteriology (Cameron).....	3,000.00	3,000.00
Orthodontia (Corrigan).....	2,500.00	2,500.00
Dental Anatomy (also Lecturer, Orthodontia—Crouch)	850.00	850.00
Dental Surgery (also Librarian—Paul).....	840.00	840.00
Dental Praxis (Conboy).....	400.00	400.00
Crown and Bridge Prosthesis (without salary—Ante)...
Associate Professors:		
Dentistry (Switzer).....	4,000.00	4,000.00
do. (Hoskin).....	4,000.00	4,000.00
do. (Ellis).....	3,800.00	3,900.00
do. (Godfrey).....	3,800.00	3,800.00
do. formerly Associate (Krueger).....	1,500.00
Dental Surgery and Anaesthesia, formerly Associate	3,600.00
(Johnson).....
Periodontology, formerly Associate (half time—	1,208.00
Williams).....
Medicine (Clarkson).....	360.00	360.00
Oral Surgery (Risdon).....	180.00	180.00
Dental Praxis (Kilburn).....	150.00	150.00
Assistant Professor:		
Surgery (Ryerson—paid also \$5,500 in Faculty of Med-	400.00	360.00
icine).....
Associates:		
Dentistry (Richardson).....	3,300.00	3,300.00
do. (Krueger—promoted to Associate Professor).....	1,500.00
do. (Anderson—promoted from Demonstrator)...	495.00
do. (Beierl).....	750.00	750.00
do. (Cole).....	670.00	670.00
do. (Coram).....	1,400.00	1,400.00
do. (Duff).....	705.00	630.00
do. (Holmes).....	1,000.00	1,000.00
do. (Hugill).....	560.00	560.00
do. (Martin).....	630.00	630.00
do. (Morton).....	670.00	670.00
do. (Ross).....	500.00	500.00
do. (Sheldon).....	670.00	670.00
do. (Twible).....	540.00	540.00
do. (Walker).....	670.00	670.00
do. (Woollatt).....	670.00	670.00
do. (Tanner).....	50.00	50.00
Periodontology (Tanner—promoted from Demon-	292.00
strator).....
Histology, Bacteriology and Pathology (Miss Riddle)...	2,160.00	2,160.00
Preventive Dentistry (also Demonstrator, Operative
Dentistry—Kreutzer).....	1,100.00	1,100.00
Preventive Dentistry (Cox).....	600.00	600.00
do. do. (Miss Berry promoted from	1,400.00
Assistant).....
Dental Surgery and Anaesthesia (Johnson—promoted	3,400.00
to Associate Professor).....
Periodontia (Williams—promoted to Associate	1,208.00
Professor).....
Orthodontia (Fisk).....	200.00	200.00
Dental Anatomy (Spinks).....	700.00	700.00
Demonstrators, Assistants, etc.:		
Preventive Assistant (Miss Berry—promoted to	1,300.00
Associate).....
Dentistry (Anderson—promoted to Associate).....	495.00
do. (Harwood).....	240.00	315.00
Lecturer, Applied Chemistry and Metallurgy (part	300.00	300.00
time—paid also \$3,100 as Secretary—Rous).....
Dentistry, Lecturer (Cavanagh).....	540.00	540.00
Instructor, Dental Technology (Rigsby).....	240.00	240.00
Special Lecturers, Languages.....	460.00	460.00
Periodontology (Tanner—promoted to Associate).....	292.00
First Aid (Brett).....	40.00
Balance of appropriation of 1937-38.....	140.00
Laboratory Assistants:		
Technician, Dentistry (10 months—Byrne).....	\$1,900.00	\$1,900.00
Technician, Bacteriology and Pathology (Miss Bunby)	1,100.00	1,100.00
Technician, Histology (part time—Whittaker—paid also	120.00	150.00
\$805 in Anatomy).....
Histology (part time—Mrs. Gratton).....	306.00	306.00
Infirmary (Aylward).....	1,250.00	1,250.00
	69,616.00	69,906.00
(b) Infirmary Staff (including Nurses):		
Supervisor (Miss Cameron—10 months).....	1,300.00	1,400.00
Nurses (7).....	5,440.00	5,840.00
Typewriting Instruction for Dental Nurses in Training.....	100.00	100.00
Laundress (42 weeks—Mrs. Barraclough).....	691.00	691.00
Balance of appropriation of 1937-38.....	200.00
	7,731.00	8,031.00
(c) Office Staff:		
Secretary (paid also \$300 as Lecturer—Rous)	3,000.00	3,100.00
Secretary to Dean (Miss Cook).....	1,700.00	1,800.00
Assistant to Secretary (Miss Ward)	1,200.00	1,200.00
Assistant in Library (Miss Mimms).....	1,100.00	1,200.00
Cashier (10 months—Miss Park).....	1,100.00	1,200.00
Stenographer (Miss Hill).....	1,000.00	1,000.00
Assistant in Library.....	140.00	140.00
Balance of appropriation of 1937-38	60.00
	9,300.00	9,640.00
	86,647.00	87,577.00
100. Laboratory and Infirmary supplies, apparatus and equipment....	23,000.00	23,000.00
101. General Expenses:		
Stationery, printing, Calendar, office supplies and incidentals	1,900.00	1,900.00
Extra-mural lectures, Ontario.....	300.00	300.00
American Association of Dental Schools.....	50.00	50.00
	2,250.00	2,250.00

102. Dental Building:		
Fuel.....	1,900.00	1,900.00
Gas, City current and occasional fuel.....	3,500.00	3,500.00
Water.....	400.00	400.00
Caretaker's supplies.....	600.00	600.00
Cleaning.....	2,400.00	2,600.00
Repairs and renewals.....	2,700.00	2,700.00
Sundries.....
Caretaker (Eades).....	1,400.00	1,400.00
Fireman.....	900.00	900.00
	13,800.00	14,000.00

XI. FACULTY OF HOUSEHOLD SCIENCE

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
103. Salaries:		
(a) Household Science:		
Professor (with rooms, heat and light valued at \$280—Brodie)	\$ 4,000.00	\$ 4,200.00
Assistant Professor (Willard).....	3,450.00	3,450.00
Assistant Professor (Park).....	2,700.00	2,700.00
Lecturer (Bennett).....	2,500.00	2,500.00
Lecturer (Roberts).....	2,300.00	2,300.00
Lecturer (Mulholland).....	1,800.00	1,800.00
Lecturer (part time—Coatsworth).....	1,000.00	1,000.00
Assistant (Musgrave).....	900.00	900.00
Assistant.....	800.00	800.00
Research Assistant (Lamon).....	1,000.00	1,000.00
Balance of appropriation of 1937-38.....	150.00
(b) Food Chemistry:		
Professor (with rooms, heat and light valued at \$280—Benson).....	4,200.00	4,200.00
Lecturer (Panton).....	2,250.00	2,350.00
Instructor (Walker).....	1,600.00	1,700.00
Lecturer, formerly Instructor (Reed).....	1,100.00	1,200.00
Assistants (1 full time; 2 part time).....	1,500.00	1,650.00
Balance of appropriation of 1937-38.....	350.00
	31,600.00	31,750.00
Less chargeable to M.-T. bequest.....	3,000.00	3,000.00
	28,600.00	28,750.00
104. Household Science—maintenance:		
Laboratory supplies, including food materials, fuel for cooking, etc.....	1,500.00	1,500.00
Laboratory attendance.....	1,525.00	1,525.00
Equipment and incidentals.....	150.00	150.00
Books and special equipment (from M.-T. bequest—\$1,000).....
	3,175.00	3,175.00
105. Food Chemistry—maintenance:		
Maintenance.....	800.00	800.00
Laboratory attendance.....	1,100.00	1,100.00
	1,900.00	1,900.00
106. General Expenses:		
Stationery, printing, office supplies and incidentals.....	300.00	300.00
Clerical assistance.....	1,700.00	1,700.00
	2,000.00	2,000.00
107. Household Science Building (including Women's Gymnasium and Swimming Pool):		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	300.00	300.00
Water.....	400.00	400.00
Caretaker's supplies.....	200.00	200.00
Cleaning.....	1,900.00	2,000.00
Repairs and renewals.....	1,200.00	1,200.00
Sundries: (from M.-T. bequest—\$1,000.).....
Caretaker (with rooms, heat and light valued at \$420—Maycock).....	1,100.00	1,150.00
	5,100.00	5,250.00

XII. FACULTY OF FORESTRY

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
108. Salaries:		
Professor and Dean of Faculty (Howe).....	\$ 6,000.00	\$ 6,000.00
Professor (White).....	4,800.00	4,900.00
Associate Professor (Dwight).....	4,200.00	4,300.00
Associate Professor (Cosens).....	3,700.00	3,800.00
Assistant Professor (Hosie).....	3,000.00	3,150.00
Special Lecturers.....	100.00	100.00
Secretary in Dean's office (Miss McAree).....	1,200.00	1,200.00
	23,000.00	23,450.00
109. Maintenance:		
Apparatus and laboratory supplies.....	850.00	850.00
Office supplies, printing, Calendar, postage and incidentals.....	500.00	500.00
Practice Camp supplies, travel, etc.....	600.00	600.00
Collecting material for class work.....	100.00	100.00
Laboratory assistance.....	450.00	450.00
	2,500.00	2,500.00
110. Forestry Building:		
Heat and light (supplied from Central Power Plant).....
Gas, City current and occasional fuel.....	15.00	15.00
Water.....	20.00	20.00
Caretaker's supplies.....	100.00	100.00
Cleaning.....	400.00	450.00
Repairs and renewals.....	400.00	400.00
Caretaker (Payne).....	1,400.00	1,450.00
	2,335.00	2,435.00

XIII. FACULTY OF MUSIC

111. Salaries:		
Honoraria to Dean and Lecturers.....	1,000.00
Dean.....
Professor (Willan—paid also in Toronto Conservatory of Music).....	2,000.00
Professor (Smith).....	1,000.00
Carillonneur.....	500.00	500.00
Secretarial allowance (Miss Patterson — paid also \$2,500 as President's Secretary).....	250.00	250.00
	1,750.00	3,750.00
112. Maintenance:		
Printing; Calendar, postage and incidental expenses.....	300.00	300.00
113. Special:		
Grant to Toronto Conservatory of Music.....	15,000.00

XIV. SCHOOL OF GRADUATE STUDIES

114. Salaries:		
Dean (Brett—paid also \$6,000 in Arts).....	1,000.00	1,000.00
Secretary (Miss Mackenzie).....	2,000.00	2,200.00
Assistant (Miss Bond).....	950.00	950.00
	3,950.00	4,150.00
115. Maintenance:		
Stationery and office supplies, Calendar, postage and incidental expenses.....	625.00	775.00

XV. SCHOOL OF NURSING

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
116. Salaries:		
Director (Miss Russell).....	\$ 3,600.00	\$ 3,700.00
Assistant Director (Miss Emory).....	3,000.00	3,000.00
Lecturer (Miss Chute).....	2,200.00	2,200.00
Lecturer and Hospital Instructor (Miss Percy).....	2,100.00	2,100.00
Lecturer (Miss Fidler).....	2,000.00	2,200.00
Lecturer (Miss Millman).....	2,100.00	2,100.00
Lecturer and Hospital Instructor.....	1,900.00	1,380.00
Secretary-Librarian (Miss Mortimer).....	1,800.00	1,800.00
Clerical Assistant.....	1,140.00	900.00
Dietitian-Housekeeper (with living valued at \$400—10 mos. in 1937-38—Miss Waddell).....	900.00	1,200.00
Residence Nurse.....	840.00	840.00
Balance of appropriation of 1937-38.....	100.00
	21,680.00	21,420.00
117. Special Teaching:		
Critic teachers in City schools or elsewhere for practice-teaching purposes } University Departments and Special Lecturers Hospitals and Public Health organizations }	4,825.00	5,320.00
	4,825.00	5,320.00
118. School Maintenance:		
Office supplies, printing, postage, incidentals, and occasional clerical assistance.....	825.00	700.00
Class room equipment and supplies, library and advertising .	400.00	400.00
Graduation expenses and fellowship payments.....	325.00	325.00
Travelling and entertainment, extra-curricular activities, physical examination for domestic staff.....	210.00	335.00
	1,760.00	1,760.00
119. Residence Maintenance:		
Residence Physician.....	200.00	200.00
Wages, food, laundry and miscellaneous, including students' board and lodging elsewhere if residence closed temporarily.....	9,000.00	11,000.00
Furnishings and replacements.....	400.00	600.00
	9,600.00	11,800.00
120. Contingencies.....	200.00	200.00
121. Building, No. 7 Queen's Park:		
Heat.....	1,200.00	1,200.00
Gas, City current and occasional fuel.....	825.00	825.00
Water.....	200.00	200.00
Caretaker's supplies.....	225.00	200.00
Cleaning.....
Repairs and renewals.....	1,050.00	1,300.00
Sundries: Telephones.....	475.00	475.00
Grounds.....	100.00
Caretaker (Marriott).....	1,260.00	1,300.00
	5,335.00	5,500.00
	43,400.00	46,000.00
Less Rockefeller Grant, \$10,000; Fees, \$16,000; Rooms and meals, \$12,500.....	35,900.00	38,500.00
	7,500.00	7,500.00

XVI. SOCIAL SCIENCE

122. Salaries:		
Director and Professor (Grauer).....	\$ 4,500.00	\$ 4,500.00
Assistant Director and Assistant Professor (Miss McGregor)	2,400.00	2,600.00
Lecturer (Miss Finlayson).....	2,400.00	2,400.00
Lecturer, formerly Assistant (McCullagh).....	1,500.00	1,800.00
Secretary-Librarian (Miss Bambridge).....	1,400.00	1,400.00
Special Lectures.....	900.00	950.00
	13,100.00	13,650.00
123. Maintenance:		
Office supplies, printing, Calendar, postage and incidentals..	700.00	775.00
Departmental Library.....	150.00	250.00
	850.00	1,025.00

XVII. UNIVERSITY EXTENSION AND PUBLICITY

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
124. Salaries:		
Director (Dunlop)	\$ 5,250.00	\$ 5,500.00
Assistant Director (Sharpe)	2,700.00	2,700.00
Assistant (Miss Milner)	1,400.00	1,450.00
Assistant (Mrs. Mudge)	1,350.00	1,400.00
Assistant (Miss Anderson)	1,350.00	1,400.00
Clerk (Mrs. Petersen)	1,300.00	1,350.00
Stenographer (Miss Alexander)	1,050.00	1,100.00
Stenographer (Munro)	1,050.00	1,100.00
Stenographer (Mrs. Beacock)	1,000.00	1,050.00
Stenographer (Brown)	1,000.00	1,050.00
Stenographer (W. John Dunlop)	1,000.00	1,050.00
	18,450.00	19,150.00
125. Maintenance of Department:		
(a) Extension:		
(1) Summer Session in Arts:		
Teachers' Course	9,600.00	9,600.00
Specialists' Courses	2,700.00	2,700.00
Course for Social Workers	1,000.00
Course in Dramatic Art	1,000.00
(2) Teachers' Classes	8,000.00	2,000.00
(3) Correspondence Courses:		
Pass Course for Teachers	5,000.00	4,000.00
Upper School and Commercial	2,000.00	2,000.00
(4) Evening Tutorial Classes (Urban)	1,000.00	1,000.00
(5) Rural Tutorial Classes	1,000.00
(6) Canadian Association for Adult Education	1,000.00
(7) Workers' Educational Association Classes and Farmers' Classes	8,000.00	8,000.00
(8) Short Courses	500.00	500.00
(9) Course in Occupational Therapy	4,000.00	4,000.00
(10) Course in Physiotherapy	4,500.00	4,500.00
(11) Social functions for courses and classes	200.00	200.00
(12) Books for loan to extension students	100.00	200.00
(13) Office expenses:		
Stationery, printing, postage, supplies and incidentals	3,000.00	3,000.00
Extra clerical assistance	500.00	500.00
	49,100.00	46,200.00
(b) Publicity:		
(1) Advertising and announcements	1,600.00	1,800.00
(2) Issue of University bulletins, exhibits, and other forms of publicity	3,000.00	3,700.00
(3) Travelling expenses of organizers and speakers	300.00	300.00
	54,000.00	52,000.00

XVIII. MEN'S RESIDENCES

126. Maintenance of buildings:		
(a) University (North, East and South Houses):		
Heat and light (supplied from Central Power Plant)
Gas, City current and occasional fuel	75.00	75.00
Water	200.00	200.00
Caretaker's supplies	600.00	600.00
Cleaning and house service	7,200.00	7,400.00
Repairs and renewals	3,300.00	3,300.00
Sundries
Caretaker (Brown)	1,300.00	1,350.00
(b) University College (No. 73 St. George St.):		
Fuel	750.00	750.00
Gas, City current and occasional fuel	15.00	15.00
Water	125.00	100.00
Caretaker's supplies	125.00	125.00
Cleaning and furnaceman	2,200.00	2,250.00
Repairs and renewals	700.00	700.00
	16,590.00	16,865.00

XIX. WOMEN'S RESIDENCES AND UNION

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
127. Maintenance of buildings:		
(a) Residences (Whitney Hall, Hutton House, Graduate House):		
Heat and light (supplied from Central Power Plant)	\$	\$
Fuel, direct supply	1,600.00	1,600.00
Gas, City current and occasional fuel	750.00	750.00
Water	700.00	700.00
Repairs and renewals	3,500.00	3,800.00
Sundries
Furnace and boiler man	700.00	700.00
(b) Union (79 St. George St.):		
Fuel
Gas, City current and occasional fuel	200.00	200.00
Water	75.00	75.00
Repairs and renewals	1,300.00	1,300.00
Sundries
Caretaker (Cole)	1,350.00	1,400.00
	10,175.00	10,525.00

128. Housekeeping Account:

(a) Combined General Charges:		
Provisions.....	27,000.00	25,900.00
Cleaning and house service.....	8,750.00	8,100.00
Furnishings and sundry renewals.....	1,000.00	1,200.00
Miscellaneous—office supplies, infirmary service, etc.....	500.00	500.00
Dietitian (Miss Barber).....	1,700.00	1,700.00
Assistant Dietitian (10 months, Miss Murphy).....	1,000.00	1,100.00
Summer Assistant.....	400.00	450.00
Secretary-Hostess, at \$1,000 (Mrs. Howard).....	600.00	600.00
Nurse-Housekeeper, at \$1,000 (Mme. Ledoux).....	400.00	500.00
(b) Union (79 St. George Street):		
Cleaning and house service.....	1,650.00	1,800.00
Furnishings and sundry renewals.....	600.00	600.00
Miscellaneous (piano, magazines, etc.).....	100.00	100.00
Secretary-Hostess (Mrs. Howard—share of salary).....	400.00	400.00
(c) Whitney Hall:		
Cleaning and house service.....	8,500.00	9,000.00
Furnishings and sundry renewals.....	1,200.00	1,400.00
Miscellaneous (piano, magazines, etc.).....	50.00	50.00
Nurse-Housekeeper (share of salary).....	600.00	600.00
(d) Hutton House (94 St. George Street):		
Cleaning and house service.....	1,900.00	1,800.00
Furnishings and sundry renewals.....	400.00	1,050.00
Miscellaneous.....	25.00	25.00
(e) Graduate House (49 St. George Street):		
Cleaning and house service.....	1,275.00	1,125.00
Furnishings and sundry renewals.....	200.00	200.00
Miscellaneous.....	25.00	25.00
	58,275.00	58,225.00

XX. CENTRAL POWER PLANT

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.
129. (a) Operating expenses:		
Fuel.....	\$ 85,000.00	\$ 85,000.00
City current.....	28,000.00	29,000.00
Water.....	600.00	600.00
Engineer's supplies, removal of ashes, repairs and renewals and miscellaneous items.....	15,000.00	15,000.00
Sundries: Electrical distribution.....	25,000.00
(b) Chief Engineer (Moseley).....		
Assistant Engineers.....	2,900.00	2,900.00
Firemen and Trimmers.....	7,200.00	7,300.00
	11,900.00	11,900.00
	150,600.00	176,700.00

XXI. MISCELLANEOUS AND GENERAL

130. Central Stores:		
Storekeeper (Johnston).....	1,900.00	2,000.00
Assistant storekeeper (Tipping).....	1,150.00	1,200.00
Clerk (Miss Taylor).....	1,050.00	1,100.00
	4,100.00	4,300.00
131. Grounds:		
Foreman Gardener (Corbett).....	1,800.00	1,900.00
Labour, gravel, roadways, granolithic walks, flowers, shrubs and general expenses.....	17,500.00	18,000.00
Alterations in Men's Residence quadrangle.....	1,000.00
	20,300.00	19,900.00
132. Protective service:		
Chief Constable.....	1,950.00	1,950.00
Constable.....	1,550.00	1,600.00
Constable.....	1,500.00	1,500.00
Uniforms, clocks, dials, etc.....	400.00	400.00
Nightwatchmen (including relief, holidays, and relief constable).....	11,800.00	12,000.00
	17,200.00	17,450.00
133. Telephones:		
Exchange service.....	9,500.00	9,600.00
Operators, including relieving, holiday and sick leave.....	4,500.00	4,650.00
	14,000.00	14,250.00
134. Insurance:		
To cover insurance premiums chargeable to the year 1938-39..	22,000.00	27,000.00
135. Law costs:		
Legal expenses, valuator's reports, etc.....	1,000.00	1,000.00
136. Taxes:		
To provide for payment of City Taxes on non-educational property.....	5,500.00
137. Auditor's fees:		
To provide for annual audit.....	3,000.00	3,000.00
138. Travelling Expenses:		
President and Academic Staff.....	2,500.00	2,500.00
Board of Governors and the Senate.....	700.00	700.00
	3,200.00	3,200.00
139. Receptions to Societies and University Visitors:		
Appropriation for entertainment, etc., including honoraria for special lecturers.....	3,000.00	3,000.00
140. Convocation expenses:		
Hoods, gowns, printing programmes, invitations, etc.....	600.00	600.00
Expenses in connection with Commencement receptions.....

141. Aid to Publications and Societies:		
Alumni Federation.....	\$ 2,500.00	\$ 2,500.00
Royal Astronomical Society.....	150.00	150.00
Royal Society of Canada.....	400.00	400.00
Universities Bureau, London, England.....	300.00	300.00
British School of Archaeology, Jerusalem.....	100.00	100.00
British School at Rome.....	100.00
American School at Athens.....	200.00	250.00
American School of Oriental Research, Jerusalem.....	100.00	100.00
American School of Oriental Research, Bagdad.....	100.00	100.00
Association of American Universities.....	50.00	50.00
Conference of Canadian Universities.....	50.00	50.00
Students' Administrative Council (re student lodgings).....	100.00	100.00
Sundries.....	50.00	50.00
	4,100.00	4,250.00
142. Senate Elections:		
Scrutineers, clerical assistants, printing, postage, etc.....
143. Bursaries:		
To provide for the payment of bursaries to deserving students.....	14,000.00	15,000.00
144. Contingencies:		
Appropriation to meet unforeseen and unprovided expenditure.....	18,000.00	18,000.00
To provide for workmen's compensation and incapacity allowances, sundry employees.....	2,000.00	2,000.00
	20,000.00	20,000.00

XXII. CAPITAL ACCOUNT CHARGES

145. (a) Annuity debentures, issue of July, 1909, for construction and equipment of Thermodynamics building, Library addition and Faculty of Education buildings (\$500,000, 40 years, 4%):		
Annual payment (\$25,260.00, less portion charged to Ontario College of Education \$10,000.00).....	15,260.00	15,260.00
(b) Annuity debentures, issue of January, 1911, for grant towards construction of Toronto General Hospital (\$300,000, 40 years, 4%):		
Annual payment.....	15,157.00	15,157.00
(c) Annuity debentures, issue of January, 1911, towards cost of erection and equipment of Pathological building on Hospital site (\$130,000, 40 years, 4%):		
Annual payment.....	6,568.00	6,568.00
(d) Annuity debentures, issue of April, 1915, for grant towards Gymnasium portion of Hart House (\$110,000, 40 years, 4½%):		
Annual payment.....	5,975.00	5,975.00
(e) Annuity debentures, issue of July, 1924, for erection and equipment of Forestry building (\$124,622, 20 years, 5%):		
Annual payment.....	10,000.00	10,000.00
(f) Annuity debentures, issue of January, 1929, for construction of a new building for Pathology and allied Departments—Banting Institute (\$800,000, 20 years, 5%):		
Annual payment.....	64,193.00	64,193.00
(g) Royal College of Dental Surgeons, interest on liability of \$50,000.....		
	2,500.00	2,500.00
	119,653.00	119,653.00

XXIII. SPECIAL RESEARCH

	AMOUNT VOTED FOR 1937-38.	TO BE VOTED FOR 1938-39.	TO BE CHARGED TO SPECIAL FUNDS 1938-39.
146. Departmental Appropriations:			
(a) Arts:			
Biology:			
Salaries and expenses.....	\$ 3,430.00	\$ 4,000.00	\$
Ontario Fisheries Laboratory.....	4,300.00	4,300.00
Botany:			
Salaries and expenses.....	4,000.00	4,000.00
	11,730.00	12,300.00
(b) Medicine:			
Committee of Experimental Research:			
Salaries and expenses.....	5,500.00	1,500.00	4,000.00
Bio-Chemistry (\$600 supplementary in 1937-38).....	600.00
	5,500.00	2,100.00
To be paid from Dunlap and Reeve Bequests	4,000.00
(c) Applied Science:			
(Salaries and expenses)—			
Applied Physics.....	900.00
Architecture.....	100.00
Chemical Engineering.....	2,350.00
Civil Engineering.....	550.00
Electrical Engineering.....	450.00
Mechanical Engineering.....	1,150.00
Mining Engineering.....
Printing Bulletins, etc.....
To be paid from Wallberg Bequest.....	5,500.00	5,600.00
(d) Dentistry:			
Salaries:			
Professor, Periodontology, Dr. H. K. Box (half time).....	3,000.00	3,000.00
Technician (Fenton).....	1,500.00	1,500.00
	4,500.00	4,500.00
	27,230.00	18,900.00
Less chargeable to special funds.....	11,000.00	9,600.00
	16,230.00	18,900.00	9,600.00
147. Banting and Best Department of Medical Research:			
Banting:			
Professor.....	5,000.00	5,000.00
Other salaries.....	2,500.00	2,500.00
Best:			
Salary—paid also in Connaught Laboratories; and \$6,000 in Physiology.....	2,500.00	2,500.00
	10,000.00	10,000.00

Estimates of
Ontario
College of
Education
1938-39

The Estimates of the Ontario College of Education for the fiscal year 1938-39, as transmitted by Dean Adthhouse after receiving the approval of the Minister of Education thereto, were passed as follows:-

ESTIMATES OF THE ONTARIO COLLEGE OF EDUCATION FOR 1938-39

Year Ending June 30, 1939

	<u>Voted</u> <u>1937-38</u>	<u>To be Voted</u> <u>1938-39</u>
Amount to be voted for the maintenance of the Ontario College of Education	\$201,675.	\$236,025.

EXPENDITURES

(1) Charges on Investment	\$ 10,000.	\$ 10,000.
(2) Salaries	179,050.	189,300.
(3) Maintenance of Instruction	71,075.	80,225.
(4) Maintenance of Plant	24,250.	26,150.
(5) Maintenance of U. T. S. Athletic Grounds	<u>1,800.</u>	<u>2,850.</u>
	\$287,175.	\$308,525.

REVENUE

(1) Estimated Fees	\$ 60,000.	\$ 57,000.
(2) Estimated Revenue, U. T. S. Athletic Grounds	500.	500.
(3) Estimated Balances	<u>25,000.</u>	<u>15,000.</u>
	\$ 85,500.	\$ 72,500.

	Voted 1937-38	To Be Voted 1938-39
(1) <u>Charges on Investment:</u>		
Interest at 5% on debentures to meet cost of buildings	\$ 10,000.	\$ 10,000.
(2) <u>Salaries of Staff:</u>		
<u>Dean (J. O. Althouse)</u>	\$ 6,000.	\$ 6,000.
<u>Professors:</u>		
Science of Education and Director of Department of Educational Research (F. Sandiford)	5,700.	5,700.
Elementary Subjects (F. M. Combs)	4,700.	4,700.
Science (G. A. Cornish)	4,700.	4,700.
English and History, and Editor of "The School" (G. M. Jones)	4,700.	4,700.
Classics, and Supervisor of Practice-Teaching (J. C. Carlisle)	5,000.	5,000.
Mathematics (F. J. Louwheed)	4,400.	4,500.
<u>Associate and Assistant Professors:</u>		
Director of Library School (Miss W. G. Barnstead)	4,000.	4,100.
Library Science (Miss E. Sisson)	2,800.	2,800.
Library Science (to be appointed)	---	2,700. (1)
Household Science (Miss L. L. Oakley)	4,200.	4,300.
Commercial Subjects (R. G. Bennett)	4,200.	4,300.
English and History (B. O. Olitz)	3,950.	4,050.
Assistant in Educational Research (J. A. Long)	3,600.	2,700.
Assistant in Educational Research (M. A. Cameron)	---	3,100. (2)
French and German (Miss M. E. St. John, vice W. C. Ferguson, retired)	4,700.	3,900. (3)
Household Science (to be appointed)	---	3,500. (4)
<u>Lecturers (also instructors in the University Schools, except Miss M. L. Hyman, Miss A. M. Robertson, and Miss G. Ballard):</u>		
Art (Miss L. Marsh)	3,125.	3,225.
Manual Training (A. T. Melachuk, vice A. M. Searrow, retired)	3,500.	3,300. (5)
Music (G. E. Bramfitt)	4,000.	4,000.
Physical Education (F. Halbur)	3,425.	3,725.
Physical Education (Miss M. L. Hyman)	2,300.	2,400.
Household Science (Miss A. M. Robertson)	2,300.	2,400.
Library Science (Miss G. Ballard)	1,500.	1,500.
<u>Instructors in the University Schools:</u>		
A. C. Lewis (Headmaster)	4,600.	4,700.
R. F. S. Baird	3,400.	3,500.
G. A. Cline	4,000.	4,000.
A. G. Croll	3,600.	3,700.
E. L. Daniker	4,000.	4,000.
J. L. Gill	3,600.	3,500.
H. A. Grainger	4,000.	4,000.
J. A. Irwin	4,000.	\$ 4,000.
H. A. McGuire (vice W. E. Williams, deceased)	4,000.	3,300. (6)
E. McLeod	3,900.	4,000.
J. H. Mills	4,000.	4,000.
E. L. Murch	4,000.	4,000.
L. E. Russell	2,600.	2,700.
F. A. Petrie	3,950.	4,000.
C. E. Phillips	3,750.	3,850.
W. L. G. Richardson	4,000.	4,000.
W. R. Stewart	2,850.	2,950.
J. G. Workman	4,000.	4,000.
<u>Instructor in Swimming and supervisor of U. T. S. Athletic Grounds and Sports (F. W. Cochrane)</u>	2,500.	2,600.
<u>Special Instructors in Library Science:</u>		(7)
Inspector of Public Libraries	150.	350.
G. K. Locke	700.	---
F. A. Wallace	350.	350.
Miss L. H. Smith	450.	450.
Miss P. Trotter	150.	150.
Miss J. Merchant	150.	150.
Miss E. M. Noble	150.	150.
C. B. Handerson	150.	150.
Occasional Lecturers	1,000.	1,000.
<u>Special Lecturer in Geography (Dr. Griffith Taylor)</u>	2,500.	2,500.

<u>Special Lecturer in Agriculture</u>	300.	300.
<u>Supply Teachers</u>	950.	1,150.
<u>Librarian (Miss D. A. Thompson)</u>	2,400.	2,400.
<u>Assistant Librarian (Miss D. G. Walter)</u>	1,500.	1,500.
<u>Board's Proportion of Cost of annuities for Instructors and of Employees' Pensions</u>	4,600.	4,900.
<u>Clerical Staff:</u>		
Secretary (Miss L. Swinarton)	2,050.	2,150.
Clerk (in Headmaster's Office)	1,550.	1,550.
Clerk (Miss G. Potter)	1,450.	1,550.
Clerk (Miss J. M. Jeffrey)	1,350.	1,450.
Clerk (Miss G. M. Harvey)	1,200.	1,300.
	<u>\$179,050.</u>	<u>\$189,300.</u>

(3) Maintenance of Instruction:

Payment to School Boards for use of schools for Practice-Teaching purposes	\$ 40,000.	\$ 43,000.
Payment to Librarians who assist in practical work	825.	1,200.(7)
Payment for practical work in Agriculture	300.	500.
Assistance in Laboratory, class with piano in physical education	250.	350.
Office Supplies, including office furniture, printing, postage, circulars, clerical assistance and contingencies	2,100.	2,100.
Office Supplies as above for Library School	250.	350.(7)
General Supplies for classroom use, including classroom furniture and equipment, physical and chemical apparatus, chemicals, domestic science and manual training equipment and supplies, school library, school supplies as paper, ink, chalk, charges for examinations, commencement exercises, rent for piano, maintenance of cadet corps, medical inspection and contingencies	4,000.	9,000.(8)
General Supplies and equipment as above for the Library School	1,075.	1,275.(7)
Books, periodicals and contingencies for the Library of the College of Education	1,000.	1,550.(9)
Physical Training, including care of grounds, hockey rinks, handball courts, football grounds, apparatus, field day sports and contingencies	450.	500.
Lunchroom equipment	175.	500.(10)
Contingencies	300.	300.
Students Social Activities		500.(11)
Graduate Courses and Summer Session	3,200.	4,200.(12)
Department of Educational Research:		
Research Assistants	6,300.	3,400.(13)
Clerical assistance, office supplies, printing	5,500.	6,500.(14)
Publication of "The School" and distribution in the training schools	5,000.	5,000.
	<u>\$ 71,075.</u>	<u>\$ 80,225.</u>

(4) Maintenance of Plant:

Fuel	4,000.	4,000.
Gas, City Current and Occasional Fuel	3,300.	3,200.
Water	400.	400.
Caretaker's Supplies	300.	300.
Cleaning and Fireman	7,500.	8,000.(15)
Repairs and Renewals	3,800.	3,800.
Telephones	350.	350.
Grounds	900.	900.
Nightwatchman and Relief	1,600.	1,600.
Caretaker	1,500.	1,500.
Handyman: Increased accommodation in women's lavatory, 3rd floor, East wing		24,650.
		1,500.(16)
	<u>\$ 24,250.</u>	<u>\$ 25,150.</u>

(5) Maintenance of U. S. S. Athletic Grounds:

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Fuel, Gas and City Current	500.	500.
Water	100.	100.
Caretaker's Supplies	40.	40.
Occasional Labor	400.	400.
Repairs and Renewals	500.	500.
Telephones	110.	110.
Caretaker	1,150.	1,200.
	<u>\$ 3,800.</u>	<u>\$ 3,850.</u>

ESTIMATED REVENUES

Fees (estimate)	\$ 60,000.	\$ 57,000. (17)
U. S. S. Athletic Grounds	800.	800.
Estimated Balances to be applied	25,000.	18,000.
Provincial Vote	201,575.	236,025.

EXPLANATORY NOTES

- (1) The Library School course is being revised in accordance with recommendations from the Board of Education of the American Library Association. This revision requires an additional member of the staff.
- (2) Dr. M. A. Cameron has been employed for two years as a special Assistant Professor in Research. In 1936-37, his salary came from balances from a Carnegie Grant for basic language study. In 1937-38, his salary came from the appropriation for research assistants. Dr. Cameron has proved his worth as a member of the staff; it is now proposed to ask the Board of Governors to appoint him regularly as an Assistant Professor.
- (3) W. C. Ferguson retired on October 31, 1937; Miss H. B. Mc. Jain was appointed Assistant Professor of French and German as from July 1, 1937.
- (4) The provision of a supplementary course in Home Economics, to train teachers for the new High School courses in Home Economics, and increased enrolment in the other Household Science courses necessitate the appointment of a third member of the staff in the department of Household Science. In the session 1937-38, Miss Anna Cameron was loaned to the College by the Department of Education. She is not available for the College in 1938-39.
- (5) A. H. Searrow retired on June 30, 1937. A. V. Melachian was appointed to succeed him as from July 1, 1937, at a salary less than the amount appropriated for this purpose in the 1937-38 Estimates.
- (6) W. H. Williams died on May 9, 1937. E. J. McGuire was appointed to succeed him as from July 1, 1937, at a salary less than the amount appropriated in the 1937-38 Estimates for the salary of Mr. Williams.
- (7) The revision of the Library School course, mentioned in note (1) above, coupled with the death of the late Dr. G. H. Locke, necessitates a redistribution of the money appropriated for occasional lecturers, and requires increased expenditures for the practical work, office supplies and general supplies of the Library School.

- (8) The introduction of new courses in Shop Work and Home Economics necessitates an immediate expenditure for the purchase and installation of equipment, as well as an increase in the cost of supplies to be purchased annually.
- (9) The new courses of study now existing in the High Schools require much additional collateral reading for the use of teachers. To provide some of this collateral reading for the teachers-in-training, the library item has been increased.
- (10) The lunchroom equipment in the College is reaching the stage where replacements are necessary. This accounts for the larger sum in this item.
- (11) This is a new item; it is intended to cover the cost of social events, especially those held early in the College year, which are highly desirable in order to give a sense of unity and solidarity to the graduates of many different universities who seek teacher-training in the College.
- (12) The College is required to take over the summer session to complete the College supplementary course leading to First Class Certificate. This accounts for the increased amount under this item.
- (13) The reduction here is occasioned by the transfer of salary for W. A. Cameron, as mentioned in note (2) above.
- (14) The Department of Educational Research intends to publish additional material and, therefore, requires an increased appropriation.
- (15) An increase in the hourly rate paid to the cleaning staff accounts for this increase.
- (16) The increased enrolment in the Household Science courses necessitates better accommodation for women students on the third floor of the building.
- (17) The possibility and desirability of further reduction in registration in the High School Assistants' Course suggest the probability of reducing the estimated revenue from fees.

Warrant
Expenditure.

The Acting Bursar submitted his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorised on 14th April, and the same was laid on the table.

Current
Expenditure.

Also his Estimate under By-Laws Numbers 16, 50 and 64, of the amount required to defray current expenditure for the balance of the month of May, and the first part of the month of June. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Acting Bureau.

Inde~~ed~~ci.

The meeting adjourned at 5.30 p. m.

Minutes confirmed.

May 26th 1938

Arthur H. H. H. H.
Chairman.

Minutes of meeting - The Board of Governors held in the Board Room, Lincoln Hall, on Thursday, 21st May, 1938, at 4 p.m.

- Present -

The Chairman (Sir Macdonald)

The Chancellor

Mr Rundle

Mr Rol

Mr Waddy

Mr Young

The President

Sir Joseph Flavelle

Mr Gibson

Mr Rogers

Mr Isler

The Acting Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Geo. H. Brunsdon
bequest

arising out of the minutes the Secretary reported that the Library of the late George H. Brunsdon had been turned over to the University on the 14th instant.

amendment to
Estimate

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names, an additional vote of £1,000 being granted from the unexpended balance of the Exton Endowment to cover the salaries of junior demonstrators in medicine for 1938-39:-

The following for 1937-38:-

7. L. Schiff - Resident Assistant Fellow in Surgery, for 3 months from 1 April, 1938 (vice W. S. Anderson, resigned) @ £25. a month.
- Miss D. F. Bonward - Research Assistant. Retiring, at 5.12.38, £50.

The following for the session 1938-39

Special Research -

Medical Research - Bunting -

G. W. Manning	} Research Assistants,	@ \$100. a month
W. R. Kerr		@ 75. " "
F. L. Lawson		@ 80. " "
16" May to 16 September		
G. J. Millar - Research Assistant	3 months	@ 50. " "
H. H. McFarland - Chemical Assistant	from June,	@ 60. " "
F. B. Thomson	} Research Assistants for	@ 75. " "
R. C. Smith		@ 75. " "
4 months from June		
S. Smith - Assistant in Animal Quarantine		
(re Silicosis) from June to 30 November		@ 55. " "

Botany - Research Assistants:-

	<u>July</u>	<u>August</u>	<u>September</u>	
W. R. Watson	\$ 110.	\$ 110.	-	= 220.
D. E. McPherson	90.	90.	-	= 180.
R. B. Hillary	100.	100.	50	= 250.
A. J. V. Lehmann	100.	100.	50.	= 250.
D. F. Putnam	100.	100.	50.	= 250.
E. N. Haldenby	84.	84.	42.	= 210.
R. J. Richardson	84.	84.	42	= 210.
S. G. Simmons	84.	84.	42.	= 210.
O. J. Skolko	84.	84.	42.	= 210.
Miss S. G. Taylor	84.	84.	42.	= 210.
M. W. Bauman	-	100.	100	= 200.

Bio - Chemistry:- Research Assistants:-

G. C. Butler	} for July and August	@ 65. a month
W. H. Fishman		@ 65. " "
Paul Hamilton		@ 65. " "
M. Darmach		@ 52 ⁵⁰ " "
J. Zuba		@ 52 ⁵⁰ " "

Engineering & Physics - Research Assistants:

D. H. Hamby	} for July	- 175.
R. E. Jones		- 175.
W. J. Jackson	- for July and August	@ 150. a month

Chemical Engineering: Research Assistants:

W. H. Rapson.	} for July, August and September	@ 150. " "
W. H. Bowman		@ 150. " "
G. P. Beal	- for July and August	@ 100. " "

Mechanical Engineering: Research Assistant:-

R. J. Bress	- for July and August	@ 165. " "
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Appointments for 1938-39 (Contd.).

Associate Professors:-

Arthur Lisner - Fine Art - without salary.

G. F. Lacey - Electrical Engineering, for
one year from 1 July. - @ £3600

F. A. Clarkson - Medicine, Faculty of Dentistry 360

Assistant Professor:-

E. F. T. Baer - Research in Organic Chemistry - 30,00

Associate:-

L. J. Sebert - in Ophthalmology - without salary

Lecturers:-

Miss E. C. Krieger - } - 2100.

Miss M. E. G. Waddell } - 2000.

D. B. De Lury } Mathematics - 1900.

D. C. Baillie } - 1500

B. A. Griffith } Applied - 2200.

Leopold Infeld } Mathematics - 2000.

Miss E. J. Allin } - 2100.

Miss F. M. Quinlan } - 1600

Miss R. M. Crossley } Physics - 1600.

J. M. Anderson - Demonstrator
and Lecturer } - 1500.

P. M. Millman } Astronomy - 2200.

J. F. Heard } - 1950.

J. Salterby - Geology - 2100.

V. B. Meen - Mineralogy - 1700.

J. J. Rae } Chemistry - 2300

F. E. W. Wetmore } - 2300.

Miss J. C. Roney - Micro-analysis - 1500.

P. H. Nash } Anthropology - 2200.

S. D. Clark - in Sociology } - 1800.

F. S. Haines (part time) - Fine Art - without salary.

Stephen B. Jones - Geography - 2500.

J. E. M. Hancock } Law - 1700.

R. G. Gray - Honorary Lecturer } - without salary.

L. C. Goudge - Philosophy - 1700.

A. E. Birney - English - 2100.

Miss A. C. Cole } - 2350.

J. A. Stoupert } - 2000.

G. L. Assie } French - 2000.

Miss F. E. Balhazard } - 1800.

Miss M. D. MacDonald } - 1800

Lecturers (cont'd).

Martin Joos	- German	%	- 2000.
W. S. McCullough	- Oriental Languages		- 2500.
E. G. Smith	- Anatomy		- 2100.
P. H. Greep	- Bacteriology		- 1800.
Dr R. Margarite Price	- Bacteriology and Serology		- 3000.
R. W. J. Inghart	- Pathological Chemistry		- 1000.
B. F. Crocker	- Bio-Chemistry		- 2000.
E. H. Batterell	- Neuro-Physiology	} 1 July to 30 June	- 1500.
E. Fidler	- Lecturer and Research Associate, Physiology		- 1800.
F. O. Wishart	- Hygiene and Preventive Medicine		- 2800.

School of Hygiene:

A. E. Berry	- Public Health Engineering	- 500.
J. G. Birmingham	- Industrial Hygiene	- 500.
J. G. Reid	- Electrical Engineering	- 1800.
Robert B. McIntyre	- Applied Mechanics	- 1800.
V. L. Henderson	- Applied Physics	- 1850.
W. D. Cavanagh	- Dentistry	- 540.
E. B. Ross	- Applied Chemistry & Metallurgy.	
	Faculty of Dentistry	- 300.

Miss H. E. Bennett	} Household Science	- 2500.
Miss J. S. Roberts		- 2300.
Miss D. E. Mulholland		- 1800.
Miss H. R. Coakworth (part time)		- 1000.
Miss Barbara M. Finlayson	- Lecturer and Supervisor of base work in Social Science	- 2400.
D. G. McCullagh	- Social Science	- 1800.

Special Lecturers -

W. H. Kohl	} Physics	- 200.
A. B. McLay		- 200.
W. R. Haddon	- Botany	- without salary.

Faculty of Medicine:-

H. Wastneys	- History of Science & Civilisation	- 200.
D. M. Lammie	- Dentistry	- 100.
G. S. Young	- Medical Ethics & Economics	} without salary.
J. G. Falconer	- Life Insurance	
E. J. Pratt	- English, Faculty of Dentistry	- 360.

Other sessional appointments.

Library -

Miss V. J. Keys	- Assistant, 1 July to 30 June	\$ 1200.
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Athletics, Physical Training, etc.

Women:-

Miss J. M. Forster - Assistant Physical Director (8 months)	\$1,300
Miss A. Cochrane - Instructor, Swimming (7 mos)	1,200
A. L. Cochrane - Assistant " " (7 mos)	300
Mrs Margaret Graham - Clinical and Gymnasium Assistant (8 mos)	300
Miss A. E. M. Parkes - Secretary - Treasurer, Women's Athletic Directorate	350

Health Service - Men:-

J. M. Thomas - Office Assistant (8 months) - 1000

Health Service - Women:-

Miss M. Jakes - Office Assistant - 1200

Military Studies:-

W. A. Baughurst - Assistant - 1 September to 30 June @ \$100. a month = 1000

Faculty of Arts:-

Mathematics - Fellows:-

J. D. Barber	\$700.	R. W. Buck	700
S. A. Jennings	700.	I. Kaplansky	700
J. M. Kingston	700.	C. D. Solin	700

Physics:-

R. Richmond	} Demonstrators.	1200.
H. L. Welch		1200.
J. B. Findlay - Assistant Demonstrator		500.
Miss N. K. Reed - Clinical Assistant and Librarian for 11 months from 1 August @ 1200		

B. Blank - Mechanician - 2200.

Assistant Mechanicians:-

J. Ward	\$2000.	J. Ward	1900.
G. T. Woodward	1900.	F. M. Shepherd	1600.
Albert Owen	1000.		

P. Blackman - Lecture and Laboratory Assistant - 1700

Astronomy -

G. H. Lidy - Assistant	1000
Miss F. S. Patterson - Assistant for July & August @ 100. a month	
Miss R. J. Northolt - Computer & Demonstrator	1250.
Mrs Helen S. Hogg - Research Associate	400.
Miss E. M. Fuller - Secretary - Librarian	1250.
G. F. Longworth - Night Assistant & Machinist	1400.

Geology -

E. A. Moore - Instructor	} Summer Survey Camp.	100.
V. J. Okrubitch - Assistant		50.

Geology (cont'd) -

V. J. Okulitch - Instructor - \$1,700.

Class Assistants:

H. S. Armstrong - \$250. W. M. Bantley - 250.

W. P. Corking - 250. M. C. Gardiner - 250.

C. E. Mischenen - 250. V. K. Priest - 250.

R. M. Stenberg - 250.

D. Monteith - Laboratory Attendant (part time) - 700.

Mineralogy -

J. Allen - Assistant } 20 September to - 400
L. G. Berry - " } 20 May. - 400

W. Wightman - Laboratory Attendant for
9 months from 1 September @ \$100. a month

Chemistry:-

Assistants:-

Miss E. V. Eastcott - \$1,800. A. A. Jarvis - 1,400.

W. H. Brown - 724. C. G. Eliot - 724.

L. D. Fairlayson - 724. E. A. Hollingshead - 724.

F. L. W. McKim - 724. W. Malcolm Orchard - 724.

John Seath - 724. S. Shankman - 724.

M. Wayman - 724. R. W. Allgood - 650.

H. D. Beth - 650. D. C. Downing - 650.

J. G. Goddard - 650. A. Klopp - 650.

J. L. Myers - 650. M. H. Thomas - 650.

W. A. Tidridge - 650.

Demonstrators, Electro-Chemistry:-

W. G. Hines - 824. W. A. Patterson - 824.

G. E. Willey - 824.

J. M. Grosheintz - Research Associate,
Organic Chemistry - 2,040.

Botany:-

L. C. Coleman - Research Associate - 2,000.

A. J. V. Lehmann - Senior Demonstrator - 1,700.

Miss D. F. Forward - Assistant and
Demonstrator in Physiology - 1,400.

R. F. Cain } - 1,800.

Miss M. B. Givens } Technical Assistants - 1,800.

Miss C. B. Ross } - 1,600.

L. Van Bleeput - Gardener - 1,550.

J. Van Beek - Assistant Gardener - 1,450.

Miss L. Alward - Clerical Assistant - 1,400.

Dr Kathleen L. Hull - Librarian - 1,250.

P. V. Krothov - Herbarium Assistant - 1,800.

L. Lynn } Laboratory Attendants - 1,200

L. G. Smith } - 1,000

Faculty of Arts (Contd) -

F. & Art:

Peter Haworth - Instructor (part time)	- \$400
Miss E. A. Hudson - Secretary - Librarian	- 600

Geography:-

D. F. Putnam	} Demonstrators	- 1300
Miss M. Brookstone		- 1100

Italian and Spanish -

Miss F. M. Haygarth	} Instructors	- 1500
J. H. Parker		- 1500

University College, General -

W. J. Mc Andrew - Registrar	- 800
Miss R. Gregory - Registrar's Assistant	- 1050
Miss M. E. Blackburn - Secretary in Registrar's Office	- 1350

D. B. De Lury - Resident Tutor in University College, Men's Residence,
73 St. George St., with use of rooms
but without salary.

Faculty of Medicine -

Administration:-

H. Saunders - Messenger, Secretary's Office - \$875

Anatomy:-

- Demonstrators -

Miss H. J. Mc Nemrick - \$700.	M. B. Watson	- 500.	
V. P. Collins	- 200.	B. P. Lewis	- 175.
Miss E. H. Britton	- 150.		
M. J. Wilson	- X-Ray		- 400
E. Montgomery	- Dental Anatomy		- 300
W. E. L. Sparks	- Neurology		- 55.

Assistants, Histology:

H. D. Ball	- 500	H. E. Elliott	- 500
H. F. Whittaker	- Technical Assistant	- 805	
G. A. L. Ross	- Animal Caretaker	- 900	
B. L. Grogan	- Museum Preparator	- 1000	
Charles Storton	- Laboratory Assistant	- 900	

Pathology and Bacteriology:-

Fellows for 11 months from 1 August:-

D. E. O. Wagner - Senior, in Pathology	- 1200
A. W. Baguall - Pathology	- 850
D. B. MacLaren - Bacteriology	- 1000
A. J. Blanchard - Museum	- 850
G. L. Burke - Demonstrator, Pathology, for 11 months from 1 August	- 600

Faculty of Medicine (Contd.) -

Pathology (Contd.) :-

E. J. Clifford - Demonstrator, Bacteriology - \$100.
 Miss M. Jackson - Attendant, Bacteriology - 842

Division of Neuropathology :-

M. G. Whillans - Fellow, for 11 months from
 1 August - - - - - 1000.

Pathological Chemistry -

D. L. Selby } Demonstrators - 600.

D. H. Boddington } - 500.

J. S. Wilson } - 250.

G. P. Hamblin - Assistant - 250.

H. E. Woodward } Fellows - 1500.

G. G. Gonnall } - 1000.

H. Downes - Laboratory Assistant - 1200.

Mrs E. Mac Callum - Laboratory Attendant - 350.

Pharmacy and Pharmacology :-

D. D. Bournecastle - Fellow - 1500.

Chester Codner - Laboratory Attendant - 1160.

A. Morrison - Technician - 900.

Bio - Chemistry :-

Fellows :-

G. C. Butler \$1100. A. D. Odell - 1000.

W. H. Fishman - 950. Paul Hamilton - 950.

Miss E. C. Macpherson - 850.

Physiology :-

R. E. Haist - Demonstrator, July to 30 June - 1400.

W. D. Howe - Research Assistant, for 3 months
 from 1 July - - - - - 150.

Fellows - 1 October to 31 May :-

W. F. Greenwood \$600. W. D. Gray - 500.

H. C. Keenan - 500. L. E. M. Roddy - 360.

V. P. Collins (part time) - - - - - 90.

J. D. Brown - Technical Assistant, Bio-Physics,
 July to 30 June - - - - - 1500.

G. Scattengood - Laboratory Assistant, July
 to 30 June - - - - - 1200.

Hygiene and Preventive Medicine :-

Miss H. C. Plummer } - 500.

A. M. Fallis } Demonstrators - 400.

R. Kane } - 400.

Miss E. M. Park - Class Assistant - 744.

Faculty of Medicine (Contd.)-

Medicine and Clinical Medicine:

Senior Demonstrators:

E. J. Maltby	£500.	G. W. Longhead	£500
H. H. Hyland	- 500	G. Bates	- 200
G. F. Boyer	- 200	E. A. Broughton	- 200.
A. H. W. Caulfield	- 200.	E. E. Cleaver	- 200.
H. A. Dixon	- 200.	J. G. Falconer	- 200.
A. J. Mackenzie	- 200.	J. H. McPhedran	- 200
W. E. Ogden	- 200.		

Junior Demonstrators:

R. A. Bleghorn	- 3.000	J. W. Graham	- 2.400
J. B. Richardson	- 2.400	J. A. Dauphinee	- 2.000
H. E. Rykent	- 1.500	R. A. MacDonald	- 1.000
N. M. Wong	- 500-		
E. F. Brooks	- 150	W. H. Brown	- 150.
A. R. Hageman	- 150.	F. B. Hamilton	- 150
L. M. Murray	- 150.	D. J. Prendergast	- 150.
H. M. Gray - Junior Demonstrator, Clinical Microscopy	- 250		
D. G. Rusten	} Fellows.		- 1200
R. G. Dickson			- 1000.
Miss M. J. Hanna	} Research Assistants.		- 1440.
N. S. Simmons			- 1200
Miss S. H. Clutton	- Secretary		- 1440.
Miss B. Calvin	- Assistant Secretary		- 420
Miss N. R. Hearn	- Technician, Applied Physiology		- 1320
R. Wilson	- Laboratory Attendant		- 720.

Paediatrics:

F. F. Lisdall - Director of Research

Laboratories - without salary

Senior Demonstrators:

L. G. H. Drake	£2,000	Dr Gladys L. Boyd	£500.
A. P. Hart	- 200.	G. E. Smith	- 200

Junior Demonstrators:

L. N. Silverthorne	- 300.	C. E. Snelling	- 300.
J. R. Ross	- 200.	W. G. Hawke	- 200.
W. W. Barnclough	- 150.		

J. D. M. Griffin - - - - - without salary

Dr Elizabeth Chant Robertson - Research Fellow - 200

S. H. Jackson - Research Assistant, Chemistry - 700.

L. N. Silverthorne - Research Assistant, Bacteriology - without salary

Miss M. E. Doyle } - 200

Miss R. M. Herbert } Technicians - 200.

Miss E. McNameara } - 200.

Miss M. L. Cassidy - Secretarial Assistant - 500.

Faculty of Medicine (cont^d)

Surgery and Clinical Surgery:

Senior Demonstrators:-

G. S. Foulds	\$200.	C. W. Harris	\$200.
R. M. Jones	200.	J. B. McClelland	200.
R. J. A. McComb	200.	J. L. McDonald	200.
C. B. Parker	200.	Spence Reid	200.
R. H. Thomas	200.		

Junior Demonstrators:-

H. G. Armstrong	150.	J. W. Brennan	150.
W. G. Carscadden	150.	J. H. Couch	150.
C. R. B. Crompton	150.	J. L. Davis	150.
A. W. Farmer	150.	F. J. Lewis	150.
J. A. MacFarlane	150.	D. R. Mitchell	150.
D. W. G. Murray	150.	D. W. Pratt	150.
T. R. Sargeant	150.	E. E. Shouldice	150.
R. M. Wansbrough	150.	C. H. Watson	150.

Fellows - part time:-

E. H. Bottrell	1500.	F. G. Kerwin	1200.
R. C. Laird	1200.	L. D. Gordon	900.
R. G. MacKenzie	500.	A. W. M. White	450.
W. S. Keith	400.	W. R. Welsh	400.

Fellows - Resident:

C. Abernethy	400.	C. S. Day	400.
J. F. Roberts	400.		

Assistant Fellows - Resident:-

F. P. Dewar	300.	St. Jessie Gray	300.
H. Hayward	300.	C. P. McCormick	300.
A. D. MacLachlin	300.	F. L. Shipp	300.
T. M. Steele	300.	F. H. Wignmore	300.

G. F. Pringle - Laboratory Technician - 1200.

Obstetrics and Gynaecology:

Senior Demonstrators:

W. G. Coxbie	200.	W. W. Lailey	200.
D. M. Low	200.	L. J. H. Macquod	200.

Junior Demonstrators:

L. J. A. Armstrong	150.	W. A. Daffoe	150.
J. B. Goodwin	150.	H. W. Johnston	150.
J. Mann	150.	Kent Manning	150.
W. Murphy	150.	W. T. Noonan	150.
F. J. O'Leary	150.	G. L. Watt	150.

J. R. McArthur	} Fellows.	1500.
D. H. Henderson		1000.

Faculty of Medicine (Contd).

Ophthalmology:

J. F. A. Johnston	- Assistant	- \$800.
W. R. F. Linke	- Junior Demonstrator	- 200
H. M. Macrae	- " "	- 200
Miss M. E. Gray	- Secretarial Assistant	- 500

Oto - Laryngology:

Senior Demonstrators:

H. H. Burnham	\$200	Cecil Rae	- 200
J. X. Robert	- 200	A. H. Veitch	- 200
D. G. S. Wishart	- 200		

Junior Demonstrators:

P. E. Ireland (full time)	-		- 1200
Howard McLean	- 150	Gordon McGregor	- 150
Angus McLeod	- 150	G. B. Snell	- 150
Grant Strachan	- 150	J. Sullivan	- 150

Therapeutics:

C. E. C. Cole	- Senior Demonstrator	- 200
A. H. Squires	- Research Fellow	- 800
H. C. Stair		- 50
Dr. Jessie A. McGeachy	} Assistants	- 50
J. W. Maglady		- 50

Junior Demonstrators, Anaesthesia:

W. G. Brown	- 150	S. M. Campbell	- 150
S. J. Evelyn	- 150	R. M. Heard	- 150
R. G. Hollis	- 150	C. H. Robson	- 150

Assistants, Anaesthesia - without salary:

G. R. Balfour	C. G. Bryan	N. S. Clark
H. R. Hargrave	A. R. Wilkins	
Miss B. Calvin	- Secretarial Assistant	- 420

Psychiatry:

Demonstrators:

G. W. Anderson	- 150	S. G. Chalk	- 150
Dr Ruth M. Franks	- 150	Dr Mary V. Jackson	- 150
B. J. Mc Ghee	- 150	C. G. Stoddill	- 150
L. D. Proctor	- Research Fellow		
H. G. Gray	- Fellow, Forensic Psychiatry	}	without salary
J. D. M. Griffin	- Fellow, Child Psychiatry		
Miss A. F. Abbott	- Secretarial Assistant		

Radiology:

A. H. Rolph	- Senior Demonstrator	- 200
M. R. Hall	- " "	- 200
A. W. Blair	- " "	- 200
J. Summers	- Assistant, part time	- 500

School of Hygiene-

Administration:

J. Craigie	- Secretary	500.
R. Kemms	- Office Assistant (part time)	350.

Epidemiology and Biometrics:

A. L. Mac Kay	} Clinical Associates, Epidemiology	200
J. J. Phair		200
G. H. Sellers	- Demonstrator, Biometrics	350.
S. Raven	} Laboratory Assistants, Biometrics	940
W. Moore		750.
Miss S. MacLusland (part time)		414.

Physiological Hygiene-

Research Associates:-

Miss J. H. Ridout		750.
M ^{rs} Ruth C. Partridge (part time)		500.
H. M. Barnett	- Industrial Hygiene	2700.
D. Y. Solandt	- (part time)	300.
W. Staples	- Technical Assistant	950.

Chemistry in relation to Hygiene:-

Miss E. M. Taylor	- Demonstrator (part time)	500.
G. Kinn	- Technical Assistant	700.

Faculty of Dentistry -

J. H. G. Hamwood	- Demonstrator, Dentistry	315.
W. Bull	- " First Aid	40.
E. M. Rigby	- Instructor, Dental Technology	240.
R. S. Hosking	- " English Expression	100.
R. M. Lunn	- Instructor, Typewriting for Dental Nurses	100.

Miss L. A. Cameron	- Superintendent of Dental Nurses in Training (10 months)	1400.
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Dental Nurses:-

Miss L. E. Lutt (10 months)		1000.
Miss G. E. Phipps (10 months)		800.
Miss G. Kyle (10 months)		800.
Miss E. G. Linger (10 months)		800.
Miss F. G. Whitehead (8 months)		800.
Miss M. M. Brown (10 months)		800.
Miss A. H. Rose (9 months)		840.
H. F. Whittaker	- Technician, Histology	150.
M ^{rs} M. Glatton	- Laboratory Assistant, Histology	306.
M ^{rs} L. Barnardough	- Laundry in Infirmary	691.
Miss M. D. Hill	- Clerk in Secretary's Office	1000.

Faculty of Household Science.

Household Science:

Miss J. E. Young	} Assistants	\$900
Miss J. St. B. Anderson		- 800
Miss F. E. Lamou	- Research Assistant	- 1000.

Faculty of Music -

J. L. Richardson - Carillonneur	- 500
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University College Women's Buildings:-

Miss J. Sedoux - Nurse - Housekeeper	} each with living valued at \$400.	- 1100
Miss V. R. Murphy - Assistant Dietitian (10 months)		- 1100

Special Research.

Experimental Medical Research:

W. Cowan - Chief Technical Assistant	- 1760	
J. Minshall - Head of Animal Quarters	@ 55. a mo.	
Cyril Lee	} Assistants in Animal Quarters	@ 60. "
L. Hughes		@ 50. "

Faculty of Dentistry:

A. F. Denton - Laboratory Technician, Periodontology	- 1500
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The following to be effective from 1 July, 1938

G. E. Brett - to be Dean of the School of Graduate Studies for three years from 1 July, 1938 @ \$1000. per ann.

To be Professors:-

H. A. MacLaggart	- Physics	@ 4400. " "	
A. R. Gordon	- Chemistry	@ 4500. " "	
S. A. F. Chant	- Psychology	@ 4200. " "	
E. E. Brown	- English	@ 4200. " "	
A. S. P. Woodhouse	- English	@ 4200. " "	
F. B. Dyer	- Dressing	} Department of Mining Engineering	@ 4500. " "
J. I. King	- Assaying		@ 4300. " "
Shealey William	} in the Faculty of Music	@ 2000. " "	
Leo Smith		@ 1000. " "	

To be Associate Professors:

S. G. F. Robinson - Mathematics	@ 3400. " "
F. E. Beamanish - Chemistry	@ 3400. " "
W. J. MacLaggart - Philosophy	@ 3000. " "
V. G. Smith - Electrical Engineering	@ 3600. " "
W. B. MacLaggart - Mechanical Engineering	@ 3500. " "
H. B. Jackson - Applied Physics	@ 3600. " "

Associate Professors (Cont^d).

L. F. Kueger	- Dentistry	@ 1500 - per annum
J. H. Johnson	- Dental Surgery & Anaesthesia	@ 3600 - " "
B. H. M. Wilhams	- Periodontology (half time)	@ 1200 - " "

To be Assistant Professors:

G. F. Wright	- Chemistry	@ 3000 - " "
R. M. Saunders	- History	@ 2500 - " "
Peter Brueger	- Fine Art	@ 2500 - " "
V. F. Coe	- Political Economy	@ 2500 - " "
W. Wagner	- Pathology & Bacteriology	@ 3000 - " "
J. H. Gub	- Pathology	@ 3000 - " "
J. R. W. Ferguson	- Pharmacology & Pharmacology	@ 3500 - " "
Miss M. A. Ross	- Biometrics, School of Hygiene	@ 2400 - " "
Robert F. Legget	- Civil Engineering	@ 3600 - " "
Miss A. C. McGregor	- Assistant Director and Assistant Professor, Department of Social Science	@ 2000 - " "

To be Associates:-

W. P. Warner	- Medicine	@ 500 - " "
C. H. McCraig	- Psychiatry	@ 250 - " "
P. G. Anderson	- Dentistry	@ 495 - " "
D. M. Lamer	- Periodontology	@ 292 - " "
Miss D. F. J. Berry	- Preventive Dentistry	@ 1400 - " "

Library:-

Miss Sheila Bell	} Assistants @ each	1200 - " "
Miss Emma Wilson		

Hygiene and Preventive Medicine-

B. J. Bishop	- Lecturer	@ 744 - " "
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The appointments of the following persons who have attained the age of sixty-five were continued for the year 1938-39:-

Mr. J. H. Mills	Dr. G. D. Porter
Professor R. B. Thomson	Professor W. L. Jackson
Professor F. C. Dyer	Miss C. H. Mitchell
Mr. H. A. Grainger	Professor, St. C. de Champ
Dr. J. H. Elliott	Principal M. W. Wallace
Dr. H. C. Parsons	

The title of Professor Emeritus was conferred upon the following:-

Professor W. C. Ferguson	- Ontario College of Education, to date from 1 July, 1938.
Professor H. B. T. Hamilton	- Mining Engineering - to date from 7 August, 1938.

Transfers in appropriations for 1937-38 were granted as follows:-

Applied Science:-

From "Stenographer (part time)", under
"Salaries Secretary's Office",

to "Messenger Service and Clerical
Assistance" - - - - -

\$185.

University Extension:-

From "Correspondence Courses",

"Teachers' classes"

to "Issue of University Bulletin, etc"

- 500.

University
Extension
Summer
courses -
fees -

Authority was given for the holding, under the
Department of University Extension, of the following
summer courses:-

(1) The Art of the Theatre, from 27 June to 30 July,
the fee to be Thirty Dollars (\$30) per student.

(2) Course in Social Case Work, from 12th to 24th
September, the fee to be Fifteen Dollars (\$15) per student.

President
Aydelotte -
Marfleet
Lectures

The Board received with gratification the President's
announcement that President Frank Aydelotte of
Swarthmore College had accepted his invitation
to deliver the Pearson Kirkman Marfleet Lectures
next year.

Mrs Klotz
of late of late
Prof. Klotz

The President presented a letter from Mrs Stella M.
Klotz regarding her summer house on the Rideau,
which she would like to have released from the
estate of her late husband of which it forms a part,
and offering to pay the sum of Fourteen hundred
dollars (\$1,400) for it, at which figure it is assessed.

The Board being of the opinion that every
consideration possible should be shown Mrs Klotz,
referred the matter to the President for further
information and report at the next meeting.

Benefactions:

The following donations were reported by the President
and were accepted with thanks and appreciation:-

J. S. Old
Pres. Assocⁿ

From the W. T. S. Old Boys' Association, through
Mr A. C. Lewis, Headmaster, the offer of the sum of one
hundred dollars (\$100) to provide two entrance scholarships

to the lowest form of the junior school. These scholarships are to be applied on the fees of the winners who are to be selected by the Headmaster and staff of the Junior School on the bases of the entrance examinations.

Mr. B. Sadowski

From Mr. B. Sadowski the offer of certain scholarships as follows, accompanied by his cheque for Five Hundred Dollars (\$500) for immediate award:-

In Sociology -

\$125. each for students registered in University College at the end of the second and third years.

In Social Science -

\$125. for an entrance student.

\$125. at the end of the First Year.

Statutes
Senate.

Statutes of Senate Members -

1401 - Respecting the Calendar of the Faculty of Household Science for the Session 1938-1939;

1404 - Respecting the Calendar of the School of Nursing for the Session 1938-1939;

1405 - Respecting an amendment to Statute Number 1288 respecting the Perry Goldsmith Prize in Otolaryngology;

as transmitted by the Registrar for approval, were severally read and approved.

Ingram &
Bell re.
frontage
license -
169 College St.

There was read a communication from J. H. Wilson, Solicitor for Ingram & Bell, who purchased the property at the corner of College and The Canal Streets in 1930, paying a frontage license fee therefor. They now desire to purchase the adjacent property, No. 169 College Street, and request that the frontage license referred to above be extended to cover this property, on the understanding that there will be no entrance from it to College Street. Referred to the Property Committee for consideration and report.

The meeting adjourned at 5.10 p.m. to Wednesday, June 8th, at the usual hour, as convocation takes place on the regular day.

Indexed

Minutes confirmed -

June 8, 1938

James Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Wednesday, 8th June, 1938 at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The President

Mr. Osler

The Hon. Dr. Bruce

Mr. Gibson

Mr. Mc Donnell

The Hon. Dr. Kelly

Dr. Anderson

Mr. Keilly

Chief Justice Rose

The Acting Bursar was present as Secretary

The minutes of the last meeting were read and confirmed.

Mrs. Klotz and
Estate of late
Prof. Klotz

Arising out of the minutes the President recommended that, in connection with the request of Mrs. Stella M. Klotz to have her summer home on the Rideau released from the Estate, the University renounce its right to the property and waive any claim thereto in favour of Mrs. Klotz, and the Board concurred in this recommendation.

Appointment of
Dr. Healy William

Also arising out of the minutes there was read a communication from Dr. Healy William in connection with his appointment as Professor in the Faculty of Music, in which he stated that he understood his total salary was to be \$4,000. per annum made up of two amounts: \$2,000. from the University and \$2,000. from the Toronto Conservatory of Music; which sum was to be paid to the University and the total of \$4,000. be recognised as his University salary. In view of the fact that annuity deductions were also involved, the matter was referred to the President and Mr. Mc Donnell with power to act.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

For the Session 1937-38

Faculty of Applied Science:

G.P. Deal - Research Assistant, Chemical Engineering

two weeks from 30. May

- \$50. for period

For the Session 1938-39.

Special Research:

Medical Research - Banting -
Research Associates

Miss S. Garms	} 1 July to 30 June	@ \$180 a mo.
W. P. C. Lloyd		@ 170. " "

Research Fellows:-

L. J. King	1 July to 30 June	@ 90. " "
J. M. Jones	1 July " 1 April	@ 100. " "
E. G. McEachern	} 1 September to 30 June	@ 100. " "
J. W. Mann		@ 100. " "

Research Assistants - from 1 July to 30 June:-

J. E. Goodwin	@ \$175. a mo.	Miss J. M. Lang	@ 125. " "
D. W. Loughheed	@ 80. " "	L. B. MacPherson	@ 125. " "
Miss M. Shaw	@ 110. " "	Miss H. Williams	@ 85. " "
Miss M. Wheatley	@ 75. " "		

B. Liebel,	1 July to 30 September	@ 75. " "
J. Beveridge,	1 September to 30 June	@ 80. " "
W. J. Watson, Chemical Technician,	1 July to 30 June	@ 55. " "

Technicians - from 1 July to 30 June:-

L. B. Brock	@ \$115. a mo.	H. Douglas	@ \$100. " "
J. E. Walker	@ 100. " "	J. Bentley	@ 95. " "
G. Parkes	@ 70. " "	Douglas Snow	@ 65. " "
Miss M. Davy	@ 55. " "		

Assistants in Animal Quarters:

G. Johnston	} 1 July to 30 June	@ 60. " "
K. Sims		@ 55. " "

Miss Allison Moffit - Laboratory Attendant, 1 July to 30 June @ 60. " "

Miss M. Millar, Secretarial Assistant, 1 July to 30 June @ 90. " "

Medical Research - Bruno Mendel Fund:-

Miss J. Strelitz, Research Assistant	} from 1 July to 30 June	@ 165. " "
S. Stringer, Technician		@ 70. " "

Miss D. B. Mundell, Research Assistant, from 1 September to 30 June @ 75. " "

(to be paid from Eli-Lilly Research Fund)

Medical Research - Best:

Physiology:-

J. Markowitz, Research Associate, 1 October to 30 June 100.

Research Assistants:-

J. Campbell		1,700.
L. B. Jaques		1,200.
M. J. Wilson (part time)	1 July to 31 October	400.
Mrs. Jean P. Fletcher,	1 October to 30 June	900.

Special Research (Cont'd)

J. W. Scott, - Fellow. for July	\$ 75.
Miss D. M. Secord, - Secretarial Assistant	100.
J. L. Robinson, - Head Technician	500.
Miss G. J. Harpell, - Technical Assistant. 1 July to 31 May	916.66
C. Scattergood - Technical Assistant	850.
Physiological Hygiene:	
Miss J. H. Ridout - Research Associate	1,450.
Miss E. J. Dudley Martin - Research Assistant	1,300.
O. M. Solandt - Research Assistant, 1 July to 31 December @	150. a mo.
C. R. Cowan - Senior Technical Assistant	600.
Technical Assistants:	
J. Scattergood - \$1,100.	J. G. Truax - 1,000.
Miss M. Luxton - 875.	Miss M. E. Hocking 850.
Miss A. Jaffray - 800.	K. Roseblake 800.
Psychology:	
Miss M. L. Northway, Research Fellow	500.
(paid from the John Northway Memorial Fund)	
Biology:	
Research Assistants:-	
J. E. J. Fry	1,250.
R. R. Langford	1,250.
L. Butler - 3 mos. from 1 July	270.
R. Tarbet - July and August	72.
Applied Science:	
Chemical Engineering:	
M. R. Tasken Res. Asst. 2 mos. from 1 July @	100. a mo
A. S. Weatherburn, Research Assistant, 3 mos. from 1 July @	100. " "
Educational Research:	
J. W. Minkler - Research Assistant	1,000.

Assistant Professors:

D. M. Solandt	-	Physiology	3,500.
E. T. Walters	-	Physiology	2,900.

Lecturers: -

J. P. Ide	}	Biology	2,300.
R. R. Langford			900.
R. A. Preston	-	History	1,000.
G. B. MacPherson	-	Political Economy	2,100.
Dr. Mary J. Tom	-	Neuropathology	1,950.
H. G. Gray	}	Medical Jurisprudence	125.
W. L. Robinson			125.

Lecturers (Cont^d)-

R. J. Brown	- Electrical Engineering	# 2,300.
G. R. Lord	-	2,500.
R. C. Wren	-	2,100.
G. H. Hally	-	1,900.
M. J. C. Lazier	- Applied Mechanics - Civil Eng.	2,500.
S. E. Wolfe	- Assaying - Mining Engineering	2,100.
W. C. Macdonald	- Chemical Engineering	1,025.
W. E. Carswell	- Architecture	2,550.
P. V. Jermyn	} Engineering Drawing	2,400.
J. J. Spence		2,100.
S. S. Crouch		
	Orthodontia - also	
	Professor of Dental Anatomy - combined salary	850.
Dr. M. Doreen Smith	- Food Chemistry	1,700.
Miss E. J. Walker	} part-time	1,700.
Miss J. R. Panten		850.
Miss R. D. Bidler		2,200.
Miss W. L. Ghule	- Science and Nursing	2,200.
Miss M. B. Millman	- Public Health Nursing	2,100.
Miss D. M. Percy	- Nursing	2,100.
Miss M. J. Wilson	- Nursing	2,100.
	maintenance +	1,200

Special Lecturers:-

J. D. M. Griffin	} Psychology	200.
K. H. Rogers		100.
A. J. Coventry	- History of Science and Civilisation	200.
A. E. Derry	- Municipal Engineering (part-time)	1,000.
T. L. Crosskey	- Pulp + Paper Chem. Eng.	100.
A. V. De Laporte	- Sanitary Chemistry	150.
A. S. Mathers	- Architecture	900.
W. S. Wilson	- Architectural Economics	250.
R. R. Grant	- Accountancy and Business	300.
R. E. Laidlaw	- Engineering Law	500.
W. J. T. Wright	- Technical English	300.
J. H. Kirkpatrick	- Public Speaking - Applied Sc.	250.

Other Sessional Appointments

Athletics, Physical Training, etc

Men:-

Warren Stevens	- Director of Physical Education	
W. H. Martin	- Gymnasium Instructor and Supervisor, Compulsory Physical Training	2,700.
J. E. McCutcheon	- Gymnasium Instructor and Supervisor of Interfaculty Activities	2,600.

Athletics, etc (contd).

W. W. Winterburn	Swimming Instructor	2,600.
E. Zuygard	Gymnasium Instructor	1,100.
W. Rimmer	Chief Attendance and Locker Clerk	2,100
Miss K. Boyd	Clerical Assistant	800.
Miss P. Lea	Clerk, Stenographer, Athletic Association from 15, August	1,000 per ann.

Faculty of Arts:-

P. R. Wallace	} Fellows.	700.
J. L. Wilson		700

Chemistry:-

J. M. Humphreys	Assistant	650.
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Biology:-

A. Quantrell	Mechanical Technician	1,500.
S. Clare	Assistant, Experimental Biology	950.
T. Stovell	Microscopic Technician	950.
Miss A. Bell	Photographer. Sept. 1 to June 30.	800.
W. Smith	Laboratory Attendant and Stores Assistant	800.
D. Aray Le Ray	Assistant Vivarium	700.

History:-

R. G. Riddell	Tutorial Assistant	without salary
Miss J. B. Hahn	Secretarial Assistant	900.

Political Economy:-

J. G. Perold	Instructor	1,500.
Miss J. E. Leitch	Assistant Secretary for 10 mos.	1,000.
Miss Jean J. Horrell	Secretarial Assistant for 9 mos.	500.

Psychology:-

Miss M. W. Saller	Instructor	600.
Miss T. Loeb	} Class Assistants	400.
J. B. Sunley		400.
G. B. Turner		400.
D. B. Williams		400.
J. E. De Wolf	} (part time)	300
Miss W. J. Mellichamp		300.
Miss M. L. Northway		300.
J. J. Tobin		300.
Miss R. Appleby	} Readers.	200
Miss H. L. Harris		200
Miss W. Nissen	Clerical Assistant	1,050.
Miss D. W. Hearn	} Laboratory Attendants	1,150.
Miss G. Evans		400.

Semitics:-

M. T. Newby	Fellow	600
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Faculty of Medicine:

Pathology:-

Mrs L. M. Westlake - Technician from 1 July @ \$ 85 a mo.
 Mrs Helen Rogers - Technician. (Med + Surg) Division
 of Neuropathology from 1 July @ 80 ..

Hygiene and Preventive Medicine:

R. J. Wilson - Fellow 1 July to 30 June 1,000

Obstetrics and Gynaecology:

R. B. Meiklejohn - Junior Demonstrator 150.
 (paid from salary of Dr. Kinnear)

A. Purdy - Junior Demonstrator 150.

Applied Science:

Electrical Engineering:-

L. S. Lauchland - Instructor 1,500.
 G. J. Bridgland } Demonstrators 1,150.
 G. L. Wood. } 1,050.
 S. H. Galloway } 1,100.
 R. G. Inghes } 1,050.

Civil Engineering: Municipal and Structural:

G. E. Helwig - Demonstrator 1,350.
 W. Kubbinga - Mechanician 1,300.

Civil Engineering: Surveying and Geodesy:-

T. L. Rowe - Instructor 1,500.
 G. T. Harding - Mechanician (part-time) 425.

Instructors, Summer Survey Camp:

W. M. Treadgold - \$562.50 S. R. Greer 500.
 E. W. Banting - 475. J. W. Nelson 450.
 T. L. Rowe - 142.50.

J. E. Minto - Caretaker, Survey Camp. 12 mos. 240.

Mining Engineering:-

W. T. Lurrah } Demonstrator 1,300.
 W. A. M. Hewer } 1,200.
 H. J. Reilly - Assistant Mechanician 960
 Miss J. Bradshaw - Office Assistant and Librarian 1,100.

Metallurgy:-

H. Ross - Laboratory Attendant 800.

Chemical Engineering:

A. M. Fitzgerald. } Instructors 1,600.
 J. G. Breckenridge. } 1,500.
 G. P. Deal } 1,400.
 W. H. Rapson } 1,200.
 N. R. Fasken } Demonstrators 1,100.
 M. Adelman } 1,050.
 B. Marks } 1,050.

Applied Science (Contd.)

A. S. Weatherburn	Demonstrator	\$ 1,050.
W. T. Storton	Laboratory Attendant	900.

School of Architecture:

E. W. Jefferys	part-time painting - Instructor	1,500.
J. Coates	Instructor part-time Modelling	950.
M. Waters	Special Instructor - Architectural Design	1,000.
G. A. Arksey	Attendant in Drafting Rooms	800.
Miss E. W. Dyer	Office Assistant (part-time)	500.
Engineering Drawing: G. Brown	Attendant in Drafting Rooms	1,100.
Miss E. W. Dyer	Office Assistant (part-time)	340.

Applied Physics:

W. J. Jackson	Instructor	1,600.
L. E. Jones	} Demonstrators	1,350.
W. B. Mohun		1,000.
D. H. Hamly		(part-time) 500.
E. T. Harding	Mechanic	500.
E. A. Dykeman	Office Attendant, Secretary's Office	800.

Photographic Service.

J. Stark	2 nd Photographer	1,000.
J. Sayer	Studio Assistant	800.

Faculty of Dentistry:

J. Kreutzger	Demonstrator - Operative Dentistry	
	Also Associate in Preventive Dentistry	
	combined salary	850.

Faculty of Household Science:

Miss E. J. Reed	Instructor, Food Chemistry	1,200.
Miss D. M. Chapman	Assistant	1,000.
Miss D. M. Lindsley	Assistant, part-time	450.
Miss E. E. Cross	Clerical Assistant	1,100.
Miss L. M. Lindsley	Clerical Assistant (part time)	600.

School of Nursing:

Miss M. Waddell	Dietitian	1,200. and maintenance
Miss W. L. Chute	Lecturer in Science and Nursing	2,200.
Miss M. B. Millman	Lecturer in Public Health Nursing	2,100.
Miss R. W. Bidler	Lecturer in Nursing	2,200.
Miss D. M. Percy	} Lecturers in Nursing	2,100.
Miss M. J. Wilson		1,200. and maintenance

Library School:

Instructors.

Miss Jean Merchant	in School Libraries	150.
A. Howat	in Administration	150.
Miss M. E. M. Poole	Special Libraries	150.
E. R. Sanderson	Circulation of Books	150.

Library School (Cont'd)

Instructors - cont'd.

Miss L. H. Smith	- Work with Boys and Girls	\$ 450.
Miss E. Trotter	- Story - Telling	150.
W. S. Wallace	- College & University Libraries	350.

Students Administrative Council:

E. A. Macdonald	- Secretary - Treasurer	3,700.
Miss A. E. M. Parkes	- Associate Secretary	900.

Connaught Laboratories:-

W. S. Fleming - Fellow in Public Health

University Extension - Summer Session Instructors:-
Pass course for Teachers and Specialists Courses

English:-

A. E. Burney	\$420.	Prof. N. J. Endicott	\$420.
H. N. Frye	420.	Prof. J. R. Mac Gillivray	560.

French:-

Prof. G. W. Rouillard	420.	Prof. R. K. Hicks	420.
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Economics:-

J. J. Westcott.			420.
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History:-

R. M. Saunders.	420.	Prof. W. G. Broughton	210.
R. G. Riddell	210.		

Mathematics:

Prof. J. W. Burk	420.	Miss E. C. Krueger	420.
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Psychology:

Prof. E. B. Bott	420.	Miss Nora Loeb	150.
Prof. J. W. Ketchum	420.		

Geography:

Miss E. K. M. Sims	420.	Miss M. Brookstone	300.
N. B. Mc Elheran	150.		

Mineralogy:

Prof. J. E. Thomson.	140.
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Latin:

Prof. M. D. C. Tait	420.
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Philosophy

Prof. E. W. Macdonald.	420.	Rev. J. W. Dore	420.
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Geology and Mineralogy:

Dr. V. J. Okulitch	280.	D. W. Atchinson	300.
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Physics:-

D. S. Ansie	420.	Prof. John Satterly	560.
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Laboratory Assistants and Attendant

W. Wightman	- Mineralogy	- Assist.	50
Douglas Monteith	- Geology	- Attend.	100

Summer Session (Contd)

K S Mann	Assistant in Physics	# 200.
Jack Love	Laboratory Assistant - Physics 8 wks.	72.
Percy Blackman	Lecture Assistant - Physics	20

Courses in Pedagogy

Dean J. G. Allhouse	Educational	350.
Dr. W. A. Cameron	Administration	210.
Prof. J. A. Long	Educational Psychology	280.
Dr. E. B. Conway		140.
Dr. E. E. Phillips	Science of Education	350.
Prof. J. E. Coombs		350.

Interim First Class Public School Certificates

Prof. J. E. Coombs	Principal, and Science of Education	100.
S. B. M ^c Gready	Agriculture and Horticulture	125.
A. T. M ^c Lachlan	School Management, Manual Training Health and Hygiene, Physical Education	350.
Mrs Helen K. Jackson	Home Economics	100.
Mrs Lora M. Cole	Physical Education (Women)	100.
Mrs Annette Marsh	Art	125.

Art of the Theatre

Dr. Victor Lange	Director in charge	350.
Prof. J. Campbell	M ^c Innes - English Diction and Speech	50.
Frederick Coates	Stagecraft	100.
Mrs. Patricia Gard	Costumes	100.

The following technical staff of Hart House Theatre:

One electrician	5 weeks.	75.
One stage hand	3 weeks	75.
Cleaning service	5 weeks.	75.

Course in Social Case Work

Mrs Margaret Millar	Lecturer	250.
Travelling expenses additional (Estimated at \$50.)		

The following to be effective from 1 July, 1938.

E. G. Williams	To be Professor of Mining Engineering and Head of the Department	6,000. per. ann.
To be Associate Professors:-		
H. A. Logan	Political Economy	3,600 " "
W. R. Franks	Banting Medical Research	3,700 " "
E. J. T. Baer	To be Assistant Professor of Research in Organic Chemistry	3,000. "

W. E. Barton to be Lecture Assistant in Chemistry	\$ 200. per ann.
Mrs. R. E. Morley to be Secretary, Photographic Service	1,150. " "
Miss M. E. Silverthorn to be Assistant Professor, Library Science, Library School	2,700. " "
Miss M. M. B. Davidson, Reviser and Instructor, Library School from 1 September	1,500. " "

Resignation of
Miss Irene M. Giss
in Political Science

The resignation of Miss Irene M. Giss, an Assistant Professor in the Department of Political Science, was accepted with regret, effective June 30th 1938.

Resignation of
Prof. G. Z. Marrian
in Bio-Chemistry

The President announced with regret that Professor G. Z. Marrian of the Department of Bio-Chemistry, who had been offered a Chair at the University of Edinburgh, ^{might} ~~intended~~ to accept the same.

Transfers in appropriations were granted as follows: -

For 1937-38

Library:

From	" Additional Assistance	
To	" Salaries - Messenger	- \$31.

Medical Faculty - General Expenses:

From	" Publications, etc."	
To	" Stationery, Office Supplies, etc"	270.

Amendments to
Estimates

Special Research - Applied Science:

From	" Electrical Engineering"	
To	" Chemical Engineering"	50.

From	" Architecture"	
To	" Postage on Bulletins"	16.50

Ontario College of Education

From	" Payment to City Schools"	
To	" Practice Teaching in Agriculture"	89.
	" General Supplies for classroom use, etc."	2,000.
	" Instruction in First Aid" - St. John Ambulance Association	795.

For 1938-39:

Obstetrics and Gynaecology:

From	" Supplies and Apparatus"	
To	" Salaries - Junior Demonstrators"	50.

St George's School In the case of St. George's School authority was also given for transferring to "Maintenance and Supplies" any unexpended balances from the other accounts for expenditure there before the close of the present fiscal year.

St George's School The President presented the revised Calendar for St. George's School for 1938-39, of which the Board approved.

The following donations were reported by the President and gratefully accepted by the Board:

John Northway Memorial Fellowship From Mr. A. G. Northway, as an anonymous gift, the sum of \$500 a year for five years for a graduate fellowship in the Department of Psychology, to be known as the "John Northway Memorial Fellowship".

Wilfred P Mustard Scholarship From Dr. J. W. Mustard, three Dominion of Canada \$1,000. 5% Bearer Bonds, due 15th October, 1943, for the establishment in the Classical Department of University College of the "Wilfred P Mustard Scholarship" of the value of \$100. per annum, which the income will warrant for some time to come, taking into account the interest which will accumulate till the maturity of the present investments.

Wm Lowell Putnam Mathematical Prize From the William Lowell Putnam Prize Fund a cheque for \$500. which sum had been awarded to the University of Toronto Mathematical team, consisting of J. Kaplansky, A. J. Goleman, and T. S. Mendelsohn, and which upon the recommendation of Dean Beatty is to be used for the purchase of books after consultation with the Librarian.

Eli Lilly Fellowships From the Eli Lilly Research Laboratories, Indianapolis, whose Director, Dr. G. H. A. Clowes, stated in a letter to Sir Frederick Banting that their Budget Committee had granted a renewal of their two fellowships of \$1,000. a year each for a further period of one year.

Report No. 206 of the Property Committee was read as follows and upon motion of Mr. Gibson was adopted: -

The Property Committee begs to report to the Board of Governors: -

Temporary successor
to A.L. Bain
Caretaker, U. C. Bldg.

1 The Superintendent recommends that in view of the death this year of A. L. Bain, caretaker of University College Building, the appropriation for his salary for 1938-39 be made available for a temporary successor during that year, at the end of which a recommendation will be made for a definite appointment.

Upon motion of Dr. Bruce, seconded by Dr. Anderson, your Committee concurs in this recommendation.

(2) Your Committee has considered the tenders received for the supply of coal required by the University for the year 1938-39 and the Superintendent's report thereon. Upon motion of Mr. McBulloch, seconded by Dr. Bruce, your Committee concurs in the Superintendent's recommendations that the following tenders for approximate quantities and varieties of coal be accepted: -

(1) Bituminous Slack

Firm	Amount	Kind of Coal	Price per ton delivered Canadian Funds
Canada Coal Limited	500 tons	Allison	\$5.38.

Fuel tenders
for 1938-39

This is the lowest tender for any coal that the Superintendent feels might be burned satisfactorily in our plant. We have never burned this coal, and it is near the upper limit in volatile, but the Superintendent would like to take this amount as a trial.

Elias Rogers Co. Ltd.	2,500 tons	Oakwood Smokeless	\$5.46
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This is the next lowest tender of any coal that the Superintendent considers might be burned satisfactorily. While the coal has an excellent analysis, we have never used it - in fact, it has not been used in this market, but on account of its analysis and price the above is recommended.

Gonger Lehigh Coal Co.	6,000 tons	Lucerne	\$5.52
Great Lakes Coal Co.	6,000 tons	Lucerne	5.52

We have used considerable amounts of this coal in the past from various dealers, and the Superintendent knows it will operate satisfactorily and efficiently in our plant. This is the lowest price for this coal, mined in 1938.

Having examined the 1937 coal still in storage, the Superintendent does not recommend the purchase of

3,000 tons of this coal with a cost reduction of one cent (1¢) per ton on the total tonnage of this coal purchased.

(2) Bituminous Run of Mine:

Firm	Amount	Kind of Coal	Price per ton delivered Canadian Funds
Milnes Coal Co. Ltd	1,300 tons	Lucerne	\$5.79
This is the lowest tender submitted.			

(3) Bituminous Sicker Coal.

Firm	Amount	Kind of Coal	Price per ton delivered Canadian Funds
Conger Lehigh Coal Co. Ltd.	300 tons	Sterling	\$5.10
This is the lowest tender submitted.			

(4) Anthracite and Cannel Coal.

Firm	Amount	Kind of Coal	Price per ton delivered Canadian Funds	
Central Coal Co. Ltd	25 tons	Egg.	<u>Loose</u> \$10.35	<u>Bagged</u> \$10.45
	10 tons	Stove	10.35	10.45
	100 tons	Put	10.25	10.35
Conger Lehigh Coal Co. Ltd.	675 tons	Buckwheat (American)	7.58	7.95
W. H. Cox Coal Co. Ltd.	200 tons	Grate	10.17	-----
Elias Rogers Co. Ltd.	16 tons	Cannel	10.25	10.50

(4a) Anthracite Coal (David Dunlap Observatory):

Conger Lehigh Coal Co. Ltd.	50 tons	Buckwheat	7.88	8.23
Elias Rogers Co. Ltd.	15 tons	Buckwheat (Silver Blower) (Indo China)	10.40	10.55

These are the lowest tenders received.

In some cases, depending on the weather, these tonnages, particularly for the Central Plant, may have to be varied slightly. Any additional tonnage will be purchased either when the market is most favourable, or from some other source, to enable the Superintendent to test different coals.

Request from
Ingram & Bell
re purchase of
169 College St.

3. Your committee took up for consideration the matter referred to it by the Board at its meeting on May 26th of the request of Ingram & Bell regarding their desire to purchase the property No. 169 College Street, directly west of Dr. Purcell's property, already acquired by Ingram & Bell and on which the frontage license fee has been paid, and put in addition to their original plans for which they obtained a frontage license in 1930, which addition would not have any entrance on College Street but would be part of the building which would be erected on the corner of College and McEaul Streets. Your Committee recommends that in the event of no ingress or egress being requested no additional license would appear to be necessary, but if one were desired the price would be \$50. a foot; it being understood, however, that the plans of any changes will have to be presented to the Board for their consideration and approval.

Canadian Assoc.
for Control of Cancer

4. A verbal request was presented through the President on behalf of the Canadian Association for the Control of Cancer to provide two or three rooms convenient to the present quarters of the Canadian Medical Association. Your Committee recommends that the Superintendent be instructed to request the Institute of International Affairs to vacate the accommodation now occupied by them at No. 43 St. George Street, and endeavour to find space for them at No. 86 Queen's Park, in which event the Canadian Association for the Control of Cancer could then be accommodated in No. 43 St. George Street. It is to be understood that the properties referred to will be available for the University whenever required.

All of which is respectfully submitted

(Sgd.) John J. Gibson
Chairman

1, June, 1938.

Current Expenditure

The Acting Bursar submitted his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 12th May, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of June and the first part of July. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Acting Bursar.

Government re
Estimates 1938-39

The Chairman reported that he, with the President, the Chairman of the Finance Committee, Mr. Osler, Dr. Pundle, Mr. Ross and the Acting Bursar waited upon the Minister of Education and the Deputy Minister on June 1st, and had submitted the Estimates for the fiscal year 1938-39 as passed by the Board, and that the Minister had given the deputation to understand that the budget would be approved as presented.

At this conference the Chairman presented to the Minister an analysis of the increased expenditures and a synopsis of the average salaries paid at the University, and explained in detail the various items making up the additional amount required and the necessity for provision being made for a new Central Power Plant and a new Chemical building. Mr. Ross also presented charts which had been drafted from material prepared by the Acting Bursar covering registration of students, annual Government grants, and per capita education expenditure.

It was finally agreed that the President and the Deputy Minister should be a Committee and add to their number in order to make a survey of the whole University situation, and prepare a report in connection with the same in the Fall.

Honoraria to
members of staff
of the Bursar's Office

The Acting Bursar presented to the Chairman the recommendations of the Bursar regarding honoraria to members of the staff of his office in view of his leave of absence for the year 1937-38. This matter was referred to a Special Committee consisting of the Chairman, the President, the Chairman of the Finance Committee, Mr. Osler, and Mr. McDonnell.

Indefinite
7th B.

The meeting adjourned at 5.15 p.m.

Minutes confirmed
April June 23rd 1938

James H. Osler
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 23rd June, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)
 The President
 Mr. MacDougald
 The Hon. Dr. Bruce
 Mr. Kelly
 Mr. Joseph Shavelle
 Mr. MacDonnell
 Mr. Osler
 Dr. Anderson
 Dr. Rundle

The Acting Purser was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the President reported on the matter of the appointment of Dr. Healey Willan, which had been referred at the last meeting of the Board to a Special Committee, consisting of himself and Mr. MacDonnell. He presented a letter under date of June 22nd, from the Toronto Conservatory of Music as follows: -

"Dear Dr. Body:

The Board of Governors of the Conservatory agreed to pay \$2,000. towards Dr. Healey Willan's salary, last February, and included this sum in the Conservatory's Budget for 1938-1939, adopted by the Board of Governors of the University. Colonel Bacon, and Mr. Floyd Chalmers, Chairman of the Finance Committee, will recommend that the Conservatory also pay \$100. towards Dr. Willan's pension, at the Board meeting on Friday next June the 24th.

The Board of Governors will agree that the \$2,000. should be paid to the University towards Dr. Willan's salary of \$4,000, and in exchange Dr. Willan will share his duties with us as outlined in the Principal's letter of February 23rd to you.

Dr. Willan, in his letter of June 15th has agreed to the following outline of work at the Conservatory.

- | | | |
|--|----------------|-----------------|
| (a) 7 hours tuition and lecturing weekly | \$200 (weekly) | \$1,400. |
| (b) Sitting paper, eight Reading Tests | | 200. |
| (c) Examination work etc | | 100. |
| | | <u>\$1,700.</u> |

Faithfully yours,

Thomas Willan
 Executive Officer

Appointment of
 Dr. Healey Willan

After discussing the matter at length the Board agreed that, providing confirmation of the arrangements as set out in the letter received from the Conservatory, the University will pay the total salary of \$4,000. per annum to Dr. Willan for his combined duties in the University and the Conservatory, \$2,000 of this to be repaid ^{to the University} by the Conservatory together with an additional \$100. per annum towards his annuity contributions.

Also coming out of the minutes the following report of the Special Committee appointed in connection with honoraria to members of the staff of the Bursar's Office was presented by the Chairman and adopted by the Board:-

To the Board of Governors:
We the members:-

Your Committee, consisting of the Chairman of the Board, the President, Mr. J. Gordon Lewis and Mr. J. C. McLeish, which was appointed to deal with the question of bonuses to various members of the staff of the Bursar's Office, as a result of the Bursar's absence on leave in 1937-38, beg to report as follows:-

We have duly met and considered the situation carefully and now recommend:-

1. That bonuses be paid to various assistants as follows:-

Mr. J. A. Gair	-	\$150.
Miss A. M. Gall	-	100.
Miss E. B. Goodwin	-	100.
Miss E. Long	-	50.
Miss M. Burns	-	50.
Miss E. Crookshanks	-	50.
		<u>\$500.</u>

(2) That a bonus of \$500 be granted to Mr. Higginbottom for his work as Acting Bursar during that time.

(3) That in view of the fact that Mr. Higginbottom has had no holidays for two years and has had a most strenuous year during 1937-38, he take a vacation from July 11th to August 15th with salary.

In making the above recommendations your Committee have in mind that in the current Estimates there is an amount of \$500 to cover the bonuses due to the Bursar's absence, and in connection with the bonus of \$500 to the Acting Bursar an additional appropriation for that amount is recommended.

All of which is respectfully submitted.

(Sgd) L. Bruce Macdonald

Chairman of the Committee.

Report of Special
Committee on
honoraria to
members of staff
of the Bursar's Office

There was read the following letter from the Acting Deputy Minister of Education, G. J. Rogers, to the President, under date of June 21st:-

"Dear Sir,

I am directed by the Minister of Education to acknowledge the receipt of the Estimates of the University for the University year 1938-39. The Minister appreciates the careful supervision given by the Board of Governors to the expenditures of the University, and hopes that, if it is found possible to do so, the expenditures may be reduced below the amount set forth in the Estimates. Subject to this provision, the Minister gives his approval to the Estimates as submitted.

I have the honour to be,

Your obedient servant,

(Sgd) G. J. Rogers.

Acting Deputy Minister of Education."

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:

Transfer of \$500 from the appropriation for "Demonstrators and Class Assistants" in the Department of Physics being authorized to cover the increase in salary in the case of Professor H. G. Brown.

For the Session 1937-38

St. George's School:-

Miss Mary Saller - Special Research Assistant	\$250.
Dr. J. D. M. Griffin - Special lectures	50.

University Extension - Summer Session 1938

Dr. Florence A. Smith in place of Dr. R. E. Durney as Instructor in First Year Class English	\$20.
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For the Session 1938-39

Special Research:

Medical Research - Best:

Miss J. R. Ridout, Research Associate, Physiological Hygiene - \$750
cancelling appointment made June 8th

Letter from Provincial
Government re
Estimates

Special Research (Cont'd)

Applied Science: -

B Marks - Research Assistant - Chemical Engineering for July \$100.

Faculty of Arts:

Honorary Special Lecturers:

Physics: -

B. Haurwitz

W. E. H. Middleton

H. Thomson

E. W. Hewson

J. Patterson

} without salary

W. E. Turnbull, Honorary Demonstrator Physics - without salary

Chemistry: -

A. W. Burnie

W. J. Hornibrook

L. Munn

} Assistants

\$650.

650.

650.

Botany:

Miss R. Hobberlin

Clerical Assistant

1,200

Faculty of Medicine:

Medicine: -

J. S. Wenzel

Fellow

1,000.

University Press:

Miss A. Mallowney

Miss M. Storey

Miss R. Buchan

Miss M. Carter

} Clerks.

1,000.

1,000.

950.

925.

The following to be effective from 1 July, 1938H. Grayson Smith to be Associate Professor in
the Department of Physics

\$3,600 per ann.

A. Gordon Burns to be Manager of the University Press

4,200. " "

The President having informed the Board that he might find it necessary to recommend a few additional appointments during the Summer months, it was agreed that, in view of the possible absence from the City of the Chairman and the Vice-Chairman, the President consult with any other members of the Board in this connection, and that the Bursar be and is hereby authorized to act upon such recommendations of the President, which are to be reported to the Board at its first meeting in September for confirmation.

Recommendations
for appointments
during Summer months

Leave of absence, with salary, from February 6th, 1939, to the end of the Session 1938-39 was granted to Professor J. L. Synge of the Department of Applied Mathematics in order to enable him to go to Princeton University as visiting lecturer; it being

leave of absence to
Prof. J. L. Synge

understood that his work will be taken care of by his colleagues in the department.

A transfer of the sum of \$210.18 from the vote for "Salaries" to that for "Occasional Assistance" in the Library was granted.

Amendments to
Estimates

There were also granted additional appropriations in the Librarian's Office as follows:-

" Office supplies, postage, printing and incidentals	- \$175.
" Stamp taxes on cheques	- 25.

The budget and estimates of the University Press for 1938-39 were presented by the President, as Chairman of the Printing and Publication Committee, and approved as follows:-

Estimates of
University Press

THE UNIVERSITY OF TORONTO PRESS
(Combined Statement - all Departments)
ESTIMATES 1938-39

INCOME

Printing Department	\$ 150,000.00
Book Department	88,000.00
Publications Department	7,000.00
	<hr/>
	\$ 245,000.00
	<hr/>

OUTGO

Printing Department	\$ 134,005.00
Book Department	80,830.00
Publications Department	19,565.00
	<hr/>
	\$ 234,400.00
	<hr/>

Net Profit	10,600.00
Interest on net balances	885.00
Microscope Net Profits	515.00
	<hr/>

TOTAL OPERATING SURPLUS	\$ 12,000.00
	<hr/>

PRINTING DEPARTMENTESTIMATES 1938-39INCOME

Sales	\$ 150,000.00
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	\$ 150,000.00
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OUTGO

Material and supplies	\$ 56,000.00
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Wages	66,000.00
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Heat, Light and Water	2,000.00
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Salaries	8,655.00
----------	----------

Pensions	350.00
----------	--------

Sundry	1,000.00
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	\$ 134,005.00
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<u>NET PROFIT</u>	\$ 15,995.00
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BOOK DEPARTMENTESTIMATES - 1938-39INCOME

Sales	\$ 87,500.00
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Commissions earned	400.00
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Discount	100.00
----------	--------

	\$ 88,000.00
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OUTGO

Purchases, including transportation, etc.	\$ 70,000.00
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Salaries	8,830.00
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Supplies	500.00
----------	--------

Stamps	800.00
--------	--------

Sundry	700.00
--------	--------

	\$ 80,830.00
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<u>NET PROFIT</u>	\$ 7,170.00
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ESTIMATES 1938-39INCOME

Sales	\$ 7,000.00
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	\$ 7,000.00
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OUTGO

Salaries	\$ 3,365.00
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Studies	2,000.00
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Printing, etc.	5,000.00
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Advertising	400.00
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Postage	700.00
---------	--------

Pensions	250.00
----------	--------

Royalties	300.00
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General	700.00
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Subsidies - Quarterly	2,900.00
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- Canadian Historical Review	1,950.00
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- Economic Journal	800.00
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- Law Journal	1,200.00
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	\$ 19,565.00
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NET DEFICIT

	\$ 12,565.00
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THE UNIVERSITY OF TORONTO QUARTERLYESTIMATES 1938-39INCOME

Subscriptions	\$ 900.00
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Advertising	700.00
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Sundry	100.00
--------	--------

	\$ 1,700.00
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OUTGO

Printing	\$ 1,900.00
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Salaries	500.00
----------	--------

Contributors	1,000.00
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Sundry	300.00
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Additional Editorial Assistance	500.00
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Business Office Expense	400.00
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	\$ 4,600.00
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SUBSIDY

	\$ 2,900.00
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ESTIMATES 1938-39INCOME

Subscriptions	\$ 1,400.00
Advertising	725.00
Sundry	75.00
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	\$ 2,200.00
	<hr/>

OUTGO

Printing	\$ 1,950.00
Salary	600.00
Contributors	250.00
Sundry	200.00
	<hr/>
	\$ 3,000.00

Additional Editorial Expense	750.00
Business Office Expense	400.00
	<hr/>
	\$ 4,150.00
	<hr/>

SUBSIDY

\$ 1,950.00

THE CANADIAN JOURNAL OF ECONOMICS
AND POLITICAL SCIENCE

ESTIMATES 1938-39INCOME

Odd Copies	\$ 150.00
Subscriptions	2,100.00
Advertising	750.00
Sundry	150.00
	<hr/>
	\$ 3,150.00
	<hr/>

OUTGO

Printing	\$ 2,325.00
Salary	500.00
Contributors	475.00
Sundry	200.00
	<hr/>
	3,500.00
Additional Editorial Expense	400.00
Business Office Expense	50.00
	<hr/>
	\$ 3,950.00
	<hr/>

SUBSIDY

\$ 800.00

THE UNIVERSITY OF TORONTO LAW JOURNALESTIMATES 1938-39INCOME

Advertising	\$ 350.00
Subscriptions	500.00
Reprints	50.00
	<hr/>
	\$ 900.00
	<hr/>

OUTGO

Printing	\$ 1,200.00
Salaries	250.00
Sundry	50.00
Additional Editorial Assistance	400.00
Business Office Expense	200.00
	<hr/>
	\$ 2,100.00
	<hr/>

SUBSIDY\$ 1,200.00MICROSCOPESESTIMATES 1938-39INCOME

Sales	\$ 6,265.00
Interest earned	250.00
	<hr/>
	\$ 6,515.00
	<hr/>

OUTGO

Purchases	\$ 6,000.00
	<hr/>

NET PROFIT\$ 515.00

SALARIES

ESTIMATES 1938-39

GENERAL MANAGEMENT

Burns, A. Gordon (Manager) \$ 4200.00

PRINTING

Walker, Miss E. (Secretary) 2000.00
Henderson, Miss A. (Clerk) 1050.00
Potter, Miss I. (Stenographer) 925.00

PUBLICATIONS - BUSINESS

Baguley, Miss E. (Assistant) 1400.00
Westwood, Miss I. (Clerk) 1075.00

PUBLICATIONS - EDITORIAL

Ewart, Miss A. (General Editor) 1950.00
Thompson, Miss M. (Assistant) 1250.00
Storey, Miss M. (Clerk) 1000.00
Mullowney, Miss A. (Clerk) 1000.00

BOOK DEPARTMENT

McTaggart, Miss I. (Assistant) 1400.00
Hills, Miss W. (Clerk) 1175.00
Friendship, Mrs. F. (Clerk) 1100.00
Buchan, Miss R. (Clerk) 950.00
Carter, Miss M. (Clerk) 925.00

GENERAL

Edwards, G. (Caretaker) 1550.00
Evans, A. (Messenger) 575.00

Temporary Assistance 425.00

\$ 23,950.00

St. George's
School Estimates

There was also presented the following proposed budget of the St George's School for Child Study for 1938-39 as drawn up by the Committee in charge. The Governors approved of this budget insofar as the estimated income of \$13,100. was concerned, and in connection with any further expenditure this matter is to come up again in September for consideration:-

BUDGET
1938 - 1939.
St. George's School for Child
Study

<u>Expenditure</u>			<u>Income</u>	
STAFF				
Dr. W. E. Blatz	Dir.	\$2,500 part	School fees	\$1,920
Miss M. Poppleton	Sec'y	1,600	Extension	400
Mrs. N. Chant	Instr.	800 part	Social Science	100
Miss M. Fletcher	Princ.	1,300	Occup. Ther. (Ext)	200
Miss D. Millichamp	Asst.Dir.	1,300 part	Spec. Fees	480
Mrs. F. L. Johnson	Instr.	800 part		
Miss J. Gillies	Asst.Sec'y	900		
Mrs. J. Long	Instr.	800 part		\$ 3,100
Miss A. Harris	N.S. Asst.	700		
Mrs. G. Kirkpatrick	Diet'n	200 part	Rock: Found'n	10,000
Miss G. Evans	Off. Asst.	350 part	University Grant ?	5,000
Dr. K.S. Bernhardt	Instr.	700 part		
Mrs. J. Denison	Cler. Asst.	200 part		
Miss M. M. Mason	N.S. Asst.	200 part		
Dr. G.V. Fisk	Dental Res.	150		
Students		400		
		<hr/> \$12,900		
Equipment and supply		\$2,600		
Attendants		1,450		
Printing		150		
		<hr/> 4,200		
Superintendent's Department		1,000		
		<hr/> \$18,100		\$18,100

Appointments to the staff of the School for 1938-39 were made in accordance with the budget as approved viz:

W E Blatz	- Director	- \$2,500.
Miss D. Millichamp	- Assistant Director	- 1,300.
Miss M. Fletcher	- Principal	- 1,300.
Miss M. Poppleton	- Secretary	- 1,600.
Miss J. Gillies	- Assistant Secretary	- 900.
Mrs Nellie L. Chant		- 800.
Mrs. F. Lily Johnson	- Instructors	- 800.
Mrs. Eleanor R. Long		- 800.
K. S. Bernhardt		- 700.
Miss A L Harris	- Nursery School	- 700.
Miss M. M. Mason	- Assistants	- 200.
G. V. Fisk	- Dental Research Assistant	- 150.
Mrs. Margaret L. Kirkpatrick	- Dietitian	- 200.
Miss G. Evans	- Office Assistant	- 350.
Mrs. Margaret Denison	- Clerical Assistant	- 200.

The President presented the following letter from Mr Arthur Cohen in connection with the establishment of a scholarship in English Language and Literature in University College, which the Board accepted with thanks and appreciation:-

June 14, 1938.

" Dr. H. J. Cody,
President, University of Toronto,
Toronto, Ont.

Dear Dr. Cody,

I desire to establish in perpetuity an annual scholarship of \$150 to be awarded to the student of University College obtaining highest honours in English Language and Literature in the first year or such other year as the Council of University College after consultation with the President shall from time to time decide, and to be known as the "Arthur Cohen Scholarship".

Mrs. Cohen desires to participate with me in this donation, and if acceptable we will agree to give to the University the sum of \$5,000 payable in annual instalments of not less than \$1,000 each, commencing immediately.

In order that the Scholarship may be awarded next Spring I will add at that time, or sooner, whatever amount is necessary to bring the interest up to \$150. and so on from year to year until the principal is fully paid.

Although I have had in mind some gift to the University, I have foolishly postponed action waiting for better times to come. However, the tenor of your address at the alumni dinner last Friday impelled me to write this letter now, and to subscribe myself

Gratefully yours.

(Sgd) Arthur Cohen.

P.S. I am a graduate of University College, B.A. 1903, L.L.B. 1906.

President's visit to
New York re
School of Nursing

In accordance with the report of the Special Committee on the School of Nursing, which was adopted by the Board on May 12th, the President reported that he had gone to New York, the Chairman being unable to accompany him on account of illness, and that he had had a very satisfactory interview with Dr. Sawyer.

The President announced that he had received many congratulatory letters in connection with the appointment of Mr. C. G. Williams as Professor of Mining Engineering and Head of the department.

Communications were presented and dealt with as follows:-

From the Registrar with Statutes of Senate for approval, Numbers 1403 - Respecting the Calendar of the School of Graduate Studies for the Session 1938-39.

1407 - Respecting the Calendar of the Library School, Ontario College of Education, for the Session 1938-39 which Statutes having been severally read were approved.

From Professor S. N. F. Chant, expressing appreciation of the Board's co-operation in enlarging the accommodation of the Students Administrative Council in Hart House, and outlining some of this organization's activities during the past year.

From the Secretary-Treasurer of the Toronto Conservatory of Music as follows:-

June 23, 1938

The Acting Bursar and Secretary to the Board of Governors,
University of Toronto,
Toronto 5, Ont.

Dear Mr. Higginbottom:

Further to our conversation this morning.

We shall be paying you \$15,000., plus interest, on June 30th in payment of the loan made to us by the University on October 29th, 1937.

The Toronto Bible College close the sale of the Academy property on the 30th, and will be paying us \$40,000., which, with the \$5,000. already received on deposit, will make up the sale price of \$45,000.

It was recommended by the Conservatory Board of Governors that the entire proceeds from the sale should be used to redeem the capital liabilities of the Conservatory, and in your letter of the 29th of October, 1937 you stated that the University Board agreed to this proposal.

A meeting of the Conservatory Board will be held tomorrow, and I should be glad if you could inform me whether your Board will be willing to sell us back \$45,000 of our Debentures at 96, plus accrued interest, the price at which you bought them?

You will notice that the By-law states that the Debentures may not be redeemed in part, but as the University hold the complete issue, would it be in order to waive this clause in the By-law? Otherwise we could hold the bonds in safekeeping and payment of interest to ourselves would represent merely a book-keeping entry.

We should be glad if this purchase or redemption of \$45,000. Debentures could take effect on June 30th.

Faithfully yours

(Sgd.) Norman Wilkes

Secretary-Treasurer, Board of Governors

In connection with the request of the Conservatory Board that the University retire \$45,000 of these debentures, and with reference to the matter of redemption in part or in whole,

It was moved by Mr. Osler,
Seconded by Dr Rundle,
And Resolved:

That the University approve, without prejudice to our right to receive payment of the balance of the debentures in accordance with the terms thereof, of the retirement of these debentures at 96 plus accrued interest, the price at which they were bought, provided there is no loss to the University in connection with the transaction. And further that authority be and it is hereby given for the redemption of the debentures referred to.

Royal Canadian
Institute Lease

From Arthur R. Clute, President of the Royal Canadian Institute, making formal application to the Board for a renewal for a further term of twenty-one years from 30th September next of the lease of No. 148 College Street held by the Institute. In view of the fact that there will be no meetings of the Board during the Summer this matter was referred to the Chairman of the Property Committee for consideration.

Request to erect
sign on Fort Hope
lot.

From J. S. Smart, Vice-Chairman of the Fort Hope Board of Trade, requesting permission to erect a sign reading: Fort Hope "Where Radium is Refined", on the property owned by the University on the north side of Peter Street just east of the extension of Elgin Street. The Governors agreed to permit the erection of this sign, subject,

however, to compliance with any municipal or railway regulations, and subject also to the removal of the sign at any time that the University may desire.

Current
Expenditure

The Acting Bursar submitted his Estimate, under By-Laws Nos. 16, 50 and 64, of the amounts required to defray Current Expenditure for the month of July, and for the month of August and the first part of the month of September. Ordered that Accountable Warrants for One hundred and Seventy-five Thousand Dollars (\$175,000) and Two hundred Thousand Dollars (\$200,000) be respectively issued to the Acting Bursar.

Gatineau Power
Co. Debenture.

Owing to the fact that a \$1,000 Gatineau Power Company 5% Gold Debenture, due 1st April, 1941, included in the Holdings of the Leonard Bequest, was expected to be called in the near future, upon motion of the Chairman of the Finance Committee the Acting Bursar was instructed to negotiate with the Bond Department of the Canadian Bank of Commerce for the sale of this security.

Indeped
B.

The meeting adjourned at 5 p.m. to 8th September or the earlier call of the Chair

Minutes confirmed
Sep. 8th 1938

James Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 8th September, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The President

Mr. MacDougall

Mr. Osler

Mr. Gibson

Chief Justice Rose

Mr. McDonnell

Dr. Anderson

Mr. Neilly

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Royal Canadian
Institute lease.

Arising out of the minutes the Chairman of the Property Committee reported that he had considered the application of the Royal Canadian Institute referred to him, and was of the opinion that the lease should be renewed for a short period only as the land will probably soon be required for University purposes. Mr. Gibson was authorized to negotiate with the Institute along the lines suggested by him.

Also arising out of the minutes, the following appointments, recommended by the President and dealt with during the Summer under authority granted by the Board at the last meeting, were confirmed at the stipends indicated: -

Ontario College of Education:

Miss Alice Elliott - Clerical Assistant from 1 Sept., 1938 @ \$1,200. per ann.
(vice Miss G. Potter, resigned).

Faculty of Arts:

Ray MacDougall - Chemical Technician, Chemistry (for Dr. Fischer)
1 July, 1938 to 30 June, 1939 @ \$780.

Engineering Research:

W. A. Mohun - Research Assistant, Engineering Physics
July and August, 1938 @ \$150. per mo.
(vice W. J. Jackson, resigned).

Medical Research (Barting):

H. L. Collins - Chemical Assistant, for July and August, 1938, @ \$140. per mo.

University Extension:

Drummond Wren - Workers' Educational Association Assistant,
July - October, 1938 @ \$208³³ per mo.

Summer Session:

- W. W. Atchinson - Instructor, Specialists' Courses, @ \$120.
 G. W. Brown - Instructor, Pass Course for Teachers, @ \$210.
 (vice W. G. Breighton)

Connaught Laboratories:

- Dr. Paul Auger
 Dr. W. H. Turpel
 Dr. Herbert G. Baker } Fellows @ \$1,500. each (to be paid by the
 (vice Dr. D. S. Fleming, resigned) Connaught Laboratories)

Other appointments recommended by the President were made as follows, and the remuneration fixed at the amounts set opposite the respective names: -

For the Session 1938-39.

Faculty of Arts:

- E. Y. Spencer, Assistant, Chemistry (vice C. G. Eliot, resigned) - \$650.
 J. H. Low, Glass Assistant, Geology (vice W. P. Corking, resigned) - \$250.
 J. H. Atchinson, Assistant, Political Economy - \$1,500.

Medical Research - Banting:

Research Assistants:

- | | | |
|--|------------------|---|
| A. L. Hession | @ \$100. per mo. | } all for the
period
1, September, 1938.
to
30, June, 1939. |
| J. H. Johnston, | @ \$100 " " | |
| E. Marchant, | @ \$100. " " | |
| M. O. O'Sullivan, | @ \$90. " " | |
| Miss H. Macmoune. | @ \$75. " " | |
| G. A. Meek, | @ \$75. " " | |
| A. T. Stringer, Electrical Technician. | @ \$100. " " | |
| H. Rudkey, Chemical Technician. | @ \$60 " " | |

Resignation of
Prof. Marrian

The resignation of Professor G. B. Marrian of the Department of Bio-Chemistry was accepted, with regret and appreciation of his services, effective 31st December next.

Leave of absence

Sick leave with salary was granted to Miss Galt of the staff of the Bursar's Office from 15th June to 1st November, 1938.

Amendments
to Estimates

Authority was given for a transfer of \$50. from the appropriation for a second stack-man to the appropriation for the salary of the first stack-man in the Library, this transfer to date from 1st September instant.

School of Nursing The President presented a letter from the Rockefeller Foundation (June 27) intimating that the provision of an endowment for the School of Nursing had been recommended by the Scientific Directors and would be taken up by the Trustees of the Foundation at a meeting to be held later this year.

Amer Soc. of Heating & Ventilating Engineers - donation There was reported a donation of Five Hundred Dollars (\$500) by the American Society of Heating and Ventilating Engineers, towards a study of the structure of heat-insulating materials to be undertaken by the Department of Mechanical Engineering. This was accepted with thanks and the Bursar was authorized to disburse the amount upon the certificate of Professor Allcut, who is in charge of the research.

Other communications were presented and dealt with as follows:-

O. i. - b. Board of Governors Copy of an Order-in-Council, dated 24th June, re-appointing as members of the Board of Governors for a further term of six years, dating from June 20th, 1938,
 Hon. H. E. Rose, B.A., LL.B. - D. J. Mc Dougald, Esq.
 Alfred Rogers, Esq. - R. O. Mc Culloch, Esq. B.A.
 T. E. Mc Donnell, Esq. - G. H. Ross, Esq.

From the Registrar with Statutes of Senate, Numbers.
 1402 - Respecting the Calendar of the Ontario College of Education for the Session 1938-39.
 Statutes of Senate 1406 - Respecting the Curriculum for Matriculation for the Session 1938-39.
 1409 - Respecting the John Northway Memorial Fellowship.
 1410 - Respecting the B. Sadowski Scholarships in Social Science.

for approval. These Statutes, having been severally read, were approved.

S.A.C. annual statement From the Students' Administrative Council transmitting audited report and financial statement for the year ended 30th June, 1938, which was laid on the table.

R.O.M. From the Chairman of the Board of the Royal Ontario Museum asking that the unexpended balance on 30th June last of the appropriation made by the Board of Governors for its share of the maintenance of the Museum for 1937-38 be carried forward to a Reserve Account to cover

the cost of work commenced but not completed; and stating that the Deputy Minister of Education had authorized the Museum to deal similarly with the unexpended balance of the Government's share for such maintenance. Resolved that the Bursar be and is hereby authorized so to transfer the sum of \$1,783.75, being the amount of the University's vote unused.

The Bursar reported that the dwelling house on the Starr Farm, Township of Caradoc, had been destroyed by fire.

Starr Farm

The question of rebuilding was referred to the Property Committee with power to act.

The Bursar presented his statements, certified by the Auditor, of the expenditure made during the months of June, July, and August, from the Accountable Warrants authorized at the meetings of 8th and 23rd June, and the same were laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of August, the month of September, and the first part of October. Ordered that Accountable Warrants for Forty-five Thousand Dollars (\$45,000) and Two Hundred and Seventy-five Thousand Dollars (\$275,000), respectively, be issued to the Bursar.

Current
Expenditure

There was read a letter from the Alumni Federation, dated 23rd August, as follows:-

" Dr. J. A. Moure,
Secretary of the Board of Governors,
University of Toronto.

Dear Dr. Moure:

Alumni Federation
re
appointment of
Chancellor

At the last regular meeting of the Board of Directors of the Alumni Federation there was considerable discussion about the sections of the University Act relating to the election or the appointment of the Chancellor. It was the feeling of the Board of Directors that the Chancellor should be representative of the graduates and should be elected by the graduates. It was clearly the intention of the Act that the Chancellor should be so elected. Section # 60 is as follows:

" There shall be a Chancellor of the University, who shall be elected by the graduates thereof and

by such persons as hold the diploma of the School of Practical Science or of the University at the time and in the manner hereinafter mentioned."

This section is nullified, however, by section # 65 which reads as follows:

"In the case of a vacancy in the office of Chancellor before the term of office for which he was elected has expired the vacancy shall be filled by the appointment by the Senate at a special meeting called for the purpose, of which at least thirty days notice shall be given, of a successor who shall hold office for the remainder of the term for which the Chancellor was elected."

It has been the experience in this University that when the office of Chancellor becomes vacant the appointment made by the Senate is not of a temporary nature as the Board believes was intended under the Act but is in reality the future Chancellor. At the election following his appointment by the Senate he has always been returned by acclamation. The Board, therefore, has recommended that section # 65 of the University Act should be amended as follows:

"In the case of a vacancy in the office of Chancellor before the term of office for which he was elected has expired, the vacancy shall be temporarily filled by the President or in the case of his absence or of both offices being vacant, by a member of a Faculty of the University, appointed for the purpose by the Senate, and the Board shall make provision for an election to be held within six months after the office becomes vacant, and the Senate shall fix the date for the nominations and the other proceedings for taking, counting and recording the votes thereat and declaring the result thereof, and such proceedings shall be conformable with those provided by this Act."

The President of the Alumni Federation does not wish to bring this matter to the attention of the Government without first presenting it to the President of the University, the Board of Governors and the Senate. He is, however, anxious to have this amendment made as soon as possible. It would, therefore, be appreciated if you would bring this matter before the Board of Governors at its next regular meeting.

Yours very truly
(Sgd.) Byron E. Wood. Secretary-Treasurer "

The Secretary was directed to reply that the Governors recognize that this is a matter of chief interest to the graduates, and that they have no objection whatever to such an amendment as is proposed, assuming it to be the intention that the President of the University or his representative shall act as Chancellor pro tempore. As the Governors think, however, that this intention is not made clear in the clause as framed by the Federation, they suggest, to avoid ambiguity, that the proposed new section be worded so as to read as follows:-

"In the case of a vacancy in the office of Chancellor before the term of office for which he was elected has expired, the President or Acting President shall perform all the duties of Chancellor until an election can be held; and the Board shall make such provision as may be necessary for an election to be held within six months after the office becomes vacant; and the Senate shall fix the date for the nominations and the other proceedings for taking, counting and recording the votes thereof and declaring the result thereof; and such proceedings shall be conformable with those provided by this Act."

The meeting adjourned at 5.30 p.m.

Indelected
M.B.

Minutes confirmed.

Sep. 22nd, 1938

W. S. Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 22nd September, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The President

Hon. H. A. Bruce

Mr. Mc Dougald

Mr. Ross

Hon. H. J. Kelly

Mr. Mc Donnell

Mr. Gibson

Mr. Rogers

The Bursar was present as Secretary

The minutes of the last meeting were read and confirmed.

Royal Canadian
Institute lease

Arising out of the minutes the Chairman of the Property Committee reported further regarding the Royal Canadian Institute, suggesting that the Institute should be asked to surrender its perpetual lease, waive any claim for compensation for the building, and give the University possession at an early date of the present property; the University in return to provide it with a house in the vicinity at a cost not to exceed Ten Thousand Dollars (\$10,000), this second property to be conveyed to the Institute. After some discussion it was resolved that Mr. Gibson be and is hereby given authority to purchase the entire interest of the Institute, including a surrender of its lease, for a consideration not exceeding \$10,000, and to complete the transaction if it can be carried out within this limit.

Amendment to
Estimates

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names, a transfer of \$400 from the appropriation in the Department of Physics for the salary of Clerical Assistant and Librarian to the vote for payment of Demonstrators being granted to cover the stipends assigned in the latter group:-

Leslie Young - Associate Professor, Bio-Chemistry, Faculty of Medicine, from 1 July 1939 @ \$3,500. per annum

For the Session 1938-39

Athletics and Physical Training - Men:

Part-time Instructors:

H. Phillips (also Night Supervisor, at \$600. to be paid from the funds of the Association) - \$400.

L. W. Black, Boxing - 250.

C. Chilcott, Wrestling - 250.

Locker Attendants:

C. Carruthers, 15 September, 1938, to 15 May, 1939 - 800.

J. R. Rimmer, 26 September, 1938, to 20 May, 1939, (also in evening for same time @ \$272.) - 510.

A. Jordan, 3 October, 1938, to 29 April, 1939, (also in evening for same time @ \$150.) - 450.

M. R. DeFew, 3 October, 1938, to 5 April, 1939. - 397.50

Faculty of Arts:

Department of Physics:

A. A. Brant, Fellow, Geophysics (to be paid from the Lindsley Fund) - 400.

J. Hillier, Demonstrator - 1,100.

Assistant Demonstrators:

H. M. Bryant

C. B. Campbell

C. K. Cheng

A. R. Clark

A. W. Love

T. W. Northwood

R. W. Rae

P. J. Sandiford

Mrs. C. McCallum, Laboratory Attendant, Chemistry from 1 September, 1938, for balance of 1938-39 - 250.

Department of Biology:

Demonstrators:

C. W. J. Armstrong

Miss B. Engelbert

Dr. E. J. Fry

Assistants:

P. Elson

Miss R. Martin

M. Speirs

G. E. Bucher

K. Graham

V. Solman

S. H. Chambers

- 450.

- 450.

- 450.

- 400.

- 400.

- 300.

- 200.

each 900.

each

- 500.

Mrs E. Caesar, Secretarial Assistant, 9 months
from 15 September, 1938 - \$720.

A. Prince, Laboratory Attendant, from 19 September, 1938
for balance of 1938-39 - 350.

W. B. Langford, Assistant, Department of History,
Michaelmas Term - 250.

Department of Anthropology:

Glass Assistants:

Mrs. E. R. Long - 300.

Miss D. C. Dixon, Sociology - 300.

Miss A. B. Holderman, Sociology - 200.

Charles Comfort, Lecturer, Fine Art without salary

Faculty of Medicine:

W. Deyman, Laboratory Assistant, Epidemiology and
Biometrics, School of Hygiene, from 7 September,
1938 for balance of 1938-39 (vice S. Raven resigned) - 50 per mo.

Faculty of Applied Science:

Department of Electrical Engineering:

Demonstrators:

E. A. Ricker - 1,150.

L. G. Macdougall - 1,050.

W. M. Foster - 1,000.

E. W. Galbraith - 1,000.

G. T. Hodgson - 1,000.

Department of Mechanical Engineering:

Demonstrators:

E. A. Ernst } Hydraulics - 1,000.

J. W. Fry } - 1,050.

J. B. Treboar } Machine Design - 1,050.

J. W. Smith } - 1,050.

R. J. Birss - 1,100.

A. G. Foreman } Thermodynamics - 1,050.

W. A. Wallace } - 1,050.

E. A. Russell, Demonstrator, Civil Engineering:
Surveying and Geodesy (Michaelmas Term) - 400.

Department of Mining Engineering:

Demonstrators:

J. A. Frankish } each 1,150

R. H. Junker }

Department of Engineering Drawing:

Instructors

R. M. Clark } each 1,600

G. R. Edwards }

Demonstrators:

J. M. Carswell
W. E. Ewens

- 1,400.
- 1,000.

Department of Applied Physics:

L. E. Jones, Instructor

- 1,600.

Demonstrators:

W. A. Mohun

- 1,200.

E. L. Dodington

- 1,100.

D. H. Hamby (part-time)

- 550.

Faculty of Dentistry:

W. G. McIntosh, Demonstrator, Periodontology
(vice Dr. D. M. Zanner, resigned)

- 292.

Special Research:

Research Assistants, Biology:

A. Wilkes

- 650.

E. J. Kerswill

- 450.

Miss A. M. Ironside

- 400.

H. B. Wressell

- 400.

R. B. Miller

- 300.

L. Butler

- 150.

H. Rogers

- 150.

S. H. Chambers

- 100.

University Extension:

Course in Occupational Therapy:

Miss Helen P. Levesconte, Instructor in Practical subjects
and Supervisor of the Course

- 1,200.

Course in Physiotherapy:

Dr. W. J. Gardiner, Instructor in Therapeutics and
Use of Machines and Supervisor of the Course

- 500.

Miss Rebecca Shilton, Chief Instructor

- 1,800.

Mrs. J. E. Woodcock, Instructor in Massage

1,200.

Professor Healy Wilton was appointed to be the representative of the Faculty of Music upon the Council of the Faculty of Arts for the Session 1938-39.

The appointment of Dr. S. H. Jackson as Research Assistant in Chemistry, Department of Paediatrics, vide folio 179, was changed by making the remuneration for the year 1938-39 \$850. instead of \$700.

The title of Professor Griffith Taylor's appointment in the Faculty of Arts was enlarged so as to make it read - Professor of Geography and Head of the Department.

Leave of absence

Leave of absence with pay was granted to Dr. O. Solandt, a Research Assistant in Physiological Hygiene, from 20th September to 31st December, 1938.

St George's School

Upon the recommendation of the President the Board approved of and authorized the following increase in fees proposed by the Committee in charge of the St. George's School for Child Study, viz:

That the fee for enrolment of a child in the Nursery School be \$35 per term instead of \$20., or \$100. per year if paid by November 1st.,

this change to come into effect from the opening of the School year 1938-39.

Telephones

Approval was given to recommendations of the Superintendent, supported by the Chairman of the Property Committee, for the installation of telephones as follows:-

In the University College Women's Residence, Nos. 92-94 St. George Street, a second telephone at a cost of \$7 per month plus installation charge of \$3;

In No. 104 St. George Street, for the Department of Psychology, an extension at a cost of \$1.70 per month plus installation charge of \$1.

Tennis court

accommodation, U.C.

The President reported the verbal request of Principal Wallace that further tennis court accommodation be provided if possible for the women students of University College. This matter was referred to the Standing Committee on University College, and it was resolved that the Chairman of the Board be Convener and Chairman of this Committee.

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in P

The meeting adjourned at 4.50 p.m.

Minutes confirmed

Oct. 13th 1938

James Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 13th October, 1938 at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The Chancellor

Hon. H. A. Bruce

Chief Justice Rose

Mr. Osler

Mr. Mc Dougald

Mr. Keilly

Dr. Gibson

The President

Sir Joseph Flavelle

Mr. Mc Carthy

Mr. Mc Donnell

Hon. H. B. Kelly

Mr. Ross.

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

For the Michaelmas Term, 1938.

Assistants, Department of Biology, Faculty of Arts:

E. Winchester	-	\$125.
P. J. Elson	-	100.
Miss A. M. Ironside	-	80.
S. H. Chambers	-	50.
J. Spitzbergen	-	50.
Miss R. Moore	-	40.
Miss H. J. Goulding	-	30.
W. M. Sprules	-	30.

For the Session 1938-39

Faculty of Arts:

R. W. Gallon, Assistant Demonstrator, Department of Physics (vice J. D. Northwood, resigned) - 500.

Assistants in the Department of Chemistry:

D. M. Burpee (vice J. L. W. McKim, resigned) - 650.

W. J. Rogers (vice L. Kipp, resigned) - 650.

Miss E. M. Wockey - 400.

D. J. Le Roy, Demonstrator, Electric Chemistry, Department of Chemistry, (vice W. G. Hines, resigned) 324.

Class Assistants in the Department of Botany:

M. W. Danner	-	\$600.	Miss V. Jacey	-	\$400. each
W. R. Watson	-	500.	D. H. Hamdy	-	
F. G. Jewell	-	480.	H. M. Harrison	-	
H. A. Enderbining	}	- 450. each	R. J. Baylis	-	375.
E. M. Haldenby			G. W. McKeen	-	375.
G. W. Hope			B. B. Hillary	-	300.
L. J. Richardson			Miss G. S. Taylor	-	270.
A. J. Skolko					
M. J. Welsh					

Miss G. S. Taylor, Clerical Assistant, Department of Botany - 500.

C. F. Chen, Research Assistant in Chinese Archaeology,
Department of Archaeology - without salary

Part time Assistants, Department of Political Economy:

A. S. Abell	}	-	250. each
R. W. James			
J. M. MacKeigan			
B. Wilson			

Faculty of Medicine:Demonstrators, Department of Anatomy:

J. M. Woolhouse	-	350.
E. J. DeLorme	-	225.
R. H. Elett	-	175.
Dr. Freda Richardson	-	50.
M. G. Whillans	-	50.

Miss M. Chapman, Demonstrator in Histology,

Department of Anatomy - 150.

H. C. Elliott, Assistant, Department of Anatomy - 200.

Miss M. D. Sewell, Prosecutor, Department of Anatomy - 250.

Jules Zuba, Senior Fellow, Department of Bio-Chemistry.
(vice G. C. Butler, resigned) - 800.

J. A. Dauphinee, Senior Demonstrator, Clinical
Microscopy, Department of Medicine and
Clinical Medicine - without salary

Faculty of Applied Science:

Laboratory Helpers, Department of Mining Engineering
for 30 weeks from 26 September, 1938:

Clarence Rickard	-	430.
Hubert Chappell	-	430.

Half-time Demonstrators, Department of Chemical Engineering:

E. W. Smith	-	500.
L. E. Horembala	-	500.

D. P. Scott, Demonstrator, Department of Engineering Drawing	\$1,000.
E. E. Lingren, part-time Demonstrator, Department of Engineering Drawing	- 500.
H. V. Stier { Mechanician (part-time), Department of Civil Engineering, Surveying and Geodesy, for 7 months from 19 September, 1938	- 425.
{ Also Mechanician (part-time), Department of Applied Physics, for 8 months from 19 September, 1938	- 500.

Faculty of Dentistry:

Miss A. Loughheed, Instructor in Typewriting for Dental Nurses (vice R. M. Turner, resigned)	- 100.
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Special Research:

Research Assistants, Department of Botany:

E. H. Hamby	- 400.
B. B. Hillary	- 200.
M. W. Dorman	- 160.

Medical Research Assistant:

Miss Elizabeth Grant, Research Assistant, from 1 October, 1938 to 30 June, 1939	- 75. per mo.
G. J. Townsend, Research Assistant, from 1 October, 1938 to 31 May, 1939.	- 75. " "
Albert Arcari, Technician, from 1 October 1938 to 30 June, 1939	- 50. " "

Ontario College of Education:

M. Sriderman, Research Assistant, for the Session	- 500.
The appointment of U. P. Collins as Demonstrator in the Department of Anatomy, (vide Folio 177), was changed by making the remuneration for the year 1938-39 \$250. instead of \$200.	

The following were appointed to sit as representatives on the Councils of the Faculties named, for the Session 1938-39:

- On the Council of the Faculty of Arts -

From the Faculty of Medicine:

Professors: A. M. Wynne	-	E. J. Waters
M. B. Taylor	-	H. Wasthays
J. E. Watt	-	D. J. Fraser

From the Faculty of Applied Science:

Professors:

J. R. Cockburn	-	J. R. Landon
A. M. Broadgold	-	A. J. S. Wright
E. R. Young		

From the Faculty of Household Science:

Professors: Fessie Brodie
H. C. Benson

From the Faculty of Forestry:

Professor R. G. Hosie

- On the Council of the Faculty of Medicine -

From the Faculty of Arts:

Professors: E. M. Walker	-	E. J. Burton
W. H. Z. Baillie	-	D. S. Ainslie
J. B. Kennick	-	E. A. Bott
W. H. Martin	-	J. C. A. Jeanneret

- On the Council of the Faculty of Applied Science -

From the Faculty of Arts:

Professors: S. Beatty	-	A. L. Parsons
J. R. Bunder	-	R. B. Thomson
D. A. Z. Robinson	-	M. A. Peacock
J. B. Kennick	-	E. J. Burton
L. J. Rogers	-	L. Gilchrist
J. J. Burt-Gerrans	-	J. Satterly
E. S. Moore	-	
A. Mac Lean	-	
G. B. Langford	-	

- On the Council of the Faculty of Dentistry -

From Other Faculties:

Professors:	W. H. Z. Baillie	Biology
	E. J. Burton	Physics
	Duncan Graham	Medicine
	J. E. Henderson	Pharmacology
	J. B. Kennick	Chemistry
	W. H. Fiersch	Histology
	E. J. Pratt	English
	R. B. Taylor	Physiology
	H. Wastenays	Biochemistry
	J. C. Watt	Anatomy
	W. J. Z. Wright	Engineering Drawing

- On the Council of the Faculty of Household Science -
From Other Faculties:

Professors: Norma H. C. Ford.
J. G. Wright
W. S. Tunnett
Freda H. Fraser
H. J. C. Ireton
E. J. Waters

- On the Council of the Faculty of Dentistry -
From Other Faculties:

Professors: E. J. Burton
E. S. Moore
W. M. Breadgold

- On the Council of the School of Nursing -
Professors: J. G. Fitzgerald - E. J. Fraser

Alan Brown - Duncan Graham
E. J. Waters - Norma H. C. Ford

Deans: A. W. A. Mason - W. E. Gallic

Professors: W. A. Scott - E. A. Bell
C. B. Sarrar - A. E. Grauer
Ruggles K. George.

- On the Council of the Faculty of Dentistry -
From the Board of the Royal College of Dental Surgeons:

G. Harold Campbell, D.D.S., Orangeville, Ont.
Gordon Lee Preston, D.D.S., Galt, Ont.
Ernest E. Vitch, D.D.S., 2 College St., Toronto

The Board assented to the President's recommendation that Professor C. W. M. Hart be permitted to give at McMaster University for the Session 1938-39 one of his courses in Sociology, two lectures a week on the same day; any financial details to be settled between McMaster and Professor Hart.

Lectures by Prof.

C. W. M. Hart at McMaster

Additional appropriations and transfers were granted as follows:-
Additional appropriation:

Department of Geography:
"Part-time Assistance"

Amendments to
Estimates

#150.

Transfers:

Department of Chemistry:

From "Demonstrators, Electro-Chemistry"

To "Instructors and Assistants, Chemistry" - \$118.

Department of Political Economy:

From vote for "Lecturer at \$1,800."

To "Assistance" - 500.

Department of Hygiene and Preventive Medicine:

From "Supplies and Apparatus"

To an item "Clerical Assistance" - 120.

The budget of unexpended balances of the Carnegie Grant for the Department of Educational Research for the fiscal year 1938-39, submitted by Dean Althouse with the approval of the Minister of Education, was authorized as follows:-

Budget of Dept. of
Educational Research

(a) Library	\$1,500.00
(b) Office Supplies and Printing	2,000.00
(c) Office Assistance	1,000.00
(d) Tests (trial runs, etc.) and other researches	1,000.00
(e) Travelling Expenses	500.00
(f) Unappropriated	58.47
	<u>\$6,058.47</u>

Use of Univ. crest by
C.C.T.C.

At the request of Colonel Madill, C.C. of the University Contingent of the Canadian Officers' Training Corps, authority was given for the use of the University crest on a blazer for the members of the C.O.T.C.

Fees for M.A. Course
in Meteorology

Upon the recommendation of the President it was ordered that the students entered in the M.A. course for Meteorology for 1938-39 be granted a reduction of \$25. each upon their fees for this year only; this action being taken because of the fact that circulars describing the course had been sent out by the Department of Physics in which the fees were stated at the figures which prevailed before the increase decided upon in April last.

The President presented a letter from the Assistant Dean and Secretary of the Faculty of Medicine as follows: -

September 22, 1938.

" The Hon. and Rev. H. J. Cody,
President,
University of Toronto.

Dear Mr. President: -

The Council of the Faculty of Medicine, considered the attached communication from the Editor of the University of Toronto Medical Journal, regarding the occurrence of Tuberculosis in students, particularly those in Medicine, and requesting the institution of measures to control this disease.

A Special Committee was appointed by the Faculty Council to look into this matter, and the following recommendations were approved by the Faculty Council at their September 16th meeting: -

- (1) That the present plan for the physical examination of students be continued;
- (2) That all medical students presenting themselves for examination be given a tuberculin test;
- (3) That a single film of the chest be taken on all students showing a positive tuberculin test;
- (4) That stereo films of the chest be made on all students presenting suspicious signs in the single X-ray film;
- (5) That the cost of X-ray films be borne by the students requiring them.

The detailed arrangements are being worked out for bringing these recommendations into effect during the coming Session.

The recommendations are being sent on to the Senate

Yours faithfully
(Sgd) E. Stanley Ryerson
Assistant Dean and Secretary"

After consideration of the matter it was, upon motion of Dr. Gibson, seconded by Hon. Dr. Bruce, resolved that, providing the Senate approves of the proposals, the Board do likewise approve of the same pending further order.

The following Special Committee was then appointed

Tuberculin test
for medical
students

to consider and report upon the whole question of Health Service of students within the University:-

The Chairman	-	The President
Hon. Dr. Bruce	-	Sir Joseph Blavelle
Mr. Mc Donnell	-	Mr. Ross
Dr. Anderson	-	Mr. Mc Dougald

the Hon. Dr. Bruce to be Convener of this Committee.

Other communications were presented and dealt with as follows:-

Auditors Report, etc
of Athletic Assoc.

From the Athletic Association transmitting Auditor's Report and Financial Statement for the year ended 30th June, 1938, which were read and received. Also asking for instructions with regard to the destruction of old vouchers and cancelled cheques. As to this it was the view of the Board that such vouchers and cheques should be kept for a period of ten years back, matter older than that being destroyed from time to time if necessary.

Toronto Conservatory
of Music

From the Toronto Conservatory of Music that the Annual General Meeting of the Conservatory Board will be held on Wednesday October 19th, at 5 p.m. The Chairman and the President were asked to attend this meeting and to cast a vote for the election of the Governors of the Conservatory for the ensuing year.

Claim for alleged
injuries at hockey game
at Arena

From the Deputy Attorney-General with regard to an application by John and Isabel Thomas for a fiat to permit the issue of a writ against the Governors of the University in connection with a claim for injuries alleged to have been received at a hockey game in the Arena. Ordered that the Attorney-General be advised that the Board offers no objection to a fiat being issued if he sees fit to take such action.

Report No. 207 of the Property Committee was read and adopted as follows:-

The Property Committee begs to report to the Board of Governors:-

Accommodation of
Can. Inst. of Int'l
Affairs

1. The Canadian Institute of International Affairs, which had been accommodated with office space in No. 43 St. George Street for the last six years, was last Spring asked to vacate this accommodation and take in lieu thereof two rooms on the top floor of No. 86 Queen's Park. The Institute, stating that its staff and library have been considerably increased, now

makes application for the use of the whole of the top floor of the last-mentioned house, four rooms in all, and undertakes, if this request be granted, to make the necessary arrangements for maintenance with the present occupants of the rest of the house on the basis of the number of rooms assigned to it. Your Committee recommends that the request be granted on the same understanding as before, that possession is to be given up whenever required by the University.

2. The Superintendent has reported to your Committee that in the Estimates of the current year a vote of \$2,000. was inserted to make provision for a room in the basement of the Medical building for storing volatile solvents used by the departments in that building. It develops that other departments are interested in the proposal for storage of larger quantities in an area outside their departments, and the Superintendent now recommends that he be permitted to remodel what is a semi-open storage attached to the Central Stores building and convert it into a general volatile solvents storage building. The cost of this proposal is estimated at \$2,700, and can be met from the \$2,000. already voted, supplemented by a transfer of \$700. from the appropriation made for the rehabilitation of No. 104 St. George Street. This plan will reduce the fire hazards in the buildings from which the material is to be moved, and has the approval of officials of the Fire Underwriters and of the City Fire Department. Your Committee concurs in the Superintendent's recommendation.

3. In April last the Board approved of a recommendation of this Committee that the property No. 112 St. George Street be purchased if it could be acquired at a cost not exceeding \$21,000, in order to provide accommodation for the Department of Military Studies and the C.O.S.C., the latter organization being prepared to erect a drill hall at the rear. The matter fell through at that time as the owners declined to sell for the figure mentioned. Your Committee is now informed that the property can be obtained for \$25,000., and recommends that the authority previously given be increased to that figure, the amount to be drawn as before from the Whitney Bequest. Assuming that the purchase is effected, it is also recommended that authority be given to demolish the rear wing of the house, to make alterations, and to erect a drill hall, at an estimated cost of \$15,000., all to be provided out of C.O.S.C. funds. Further, that all the above work before being proceeded with have the approval of the Military Committee and the Superintendent of the University, and that it be done under

the direction and supervision of the Superintendent.

Appl. for frontage
license Univ Ave.

4. Your Committee has received an enquiry as to the sum that would be charged for a frontage license covering approximately 167 feet on the West side of University Avenue running North from the corner of Elm Street. Your Committee recommends that a license be granted at the same figure as in the case of the National Life on the opposite corner to the South, viz: \$40. per foot frontage on the Avenue, and subject to the usual requirement that plans of the elevations of the building proposed to be erected be first submitted to the Board for its approval.

Star Farm, Caradoc
Township

5. With regard to the Star Farm in the Township of Caradoc, the Superintendent's estimate of the cost of rebuilding the dwelling house recently destroyed by fire is from \$1,100. to \$1,700. in excess of the \$1,400. insurance money received. In view of this your Committee is of the opinion that the house should not be rebuilt, but that endeavours be made to have the present lessees continue, for the slightly less than 4 1/2 years which the existing lease has yet to run, at a rental of \$75. per annum instead of the \$130. called for by the lease.

All of which is respectfully submitted.

(Sgd.) John J. Gibson.
Chairman.

12 October, 1938.

Current Expenditure

The Purser presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on September 8th, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of October and the first part of November. Ordered that an Accountable Warrant for Two hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Purser.

The Standing Committees of the Board for 1938-39 were constituted as follows:—

1. Finance Committee: (12 members)

The Chairman

The Vice-Chairman

The Chancellor

The President

ex officio

Sir Joseph Flavelle

Hon. H. B. Kelly

Mr. McBarth

Mr. McCallagh

Mr. McDonnell

Mr. Osler (Chairman)

Mr. Ross

Dr. Rundle

2. Property Committee: (12 members):

The Chairman

The Vice-Chairman

The Chancellor

The President

ex officio

Dr. Anderson

Hon. Dr. Bruce

Dr. Gibson (Chairman)

Mr. McCallagh

Mr. McDougald

Mr. Kelly

Chief Justice Rose

Mr. Young

3. Education Committee: (12 members)

The Chairman

The Vice-Chairman

The Chancellor

The President

ex officio

Dr. Anderson

Sir Joseph Flavelle

Hon. Vincent Massey

Mr. Rogers

Chief Justice Powell

Mr. Young

(2 vacancies)

4. Committee on Hospital Relations Generally: (6 members)

The Chairman

The Vice-Chairman

The Chancellor

The President

ex officio

Dr. Anderson

Hon. Dr. Bruce

5. Joint Committee on Hospital Appointments in Toronto General Hospital:
University Members: (4)

The Chairman

The President

Dr. Anderson

Hon. Dr. Bruce

6. Committee on Retirement of Professors: (3 members)

The Chairman

The President

Chairman of the Finance Committee

7. Committee on University College Matters:

The Chairman

Dr. Gibson

The Vice Chairman

Mr. McCulloch

The Chancellor

} ex officio

Chief Justice Rose

The President

Mr. Young

(The Chairman of the Board to be Chairman and Convener)

8. Committee re Hart House:

The Chairman

Dr. Anderson

Mr. McCougald

Hon. Vincent Massey

Mr. Oster

Dr. Rundle (Chairman)

Dr. Russell

Mr. Ross

9. Connaught Laboratories Committee:

The President

Hon. Dr. Bruce

Mr. Kelly (Chairman)

Mr. Oster

Dr. Russell

10. Insulin Committee:

Sir Joseph Flavelle (Chairman) - (Advisory Committee)

The President (Vice-Chairman)

Sir Frederick Banting

Dr. Russell

Dr. C. H. Best

Mr. Kelly

Dr. R. D. DeGruis

Mr. Oster

Dr. J. G. Fitz Gerald

Mr. McCougald

Dr. Duncan Graham

J. Lorne Hutchison

11. Committee re Student's Administrative Council Matters:

The Chairman

The President (Convener)

(Staff Representatives)

Dr. Russell

Dr. Gibson

Dean O'Callaghan


Mr. Young

W. J. Dunlop

The meeting adjourned at 5.30 p.m.

Minutes confirmed

14-27-1935


 Chairman.

 Included
 m. B.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 27th October, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	
The President	Hon. H. B. Kelly
Sir Joseph Blavell	Mr. McDonnell
Mr. McCarthy	Dr. Anderson
Mr. McDougald	Mr. G. McCallagh
Mr. Neilly	Mr. Ross
Dr. Gibson	Hon. Dr. Bruce

The Purser was present as Secretary.

The minutes of the last meeting were read and confirmed.

Toronto Conservatory of Music - Board of Governors
 Arising out of the minutes the Chairman reported that as instructed he and the President had attended the Annual General Meeting of the Toronto Conservatory of Music on 19th October and had cast a ballot for the re-election of the following members of the Conservatory Board:-

Colonel J. H. Deacon (Chairman)	Mr. Floyd S. Chalmers (Vice-Chairman)
Colonel R. H. Eaton	Colonel H. L. Edmonds
Colonel J. Z. Michie	Honourable Vincent Massey
Honourable R. G. Matthews	Mr. J. R. MacKelcan, Jr. C.
Mr. J. E. McDonnell	Mr. W. H. Plant
Mr. Wana H. Porter	Sir Ernest MacMillan

A copy of the Auditor's Report and Financial Statement for the ten months ended 30th June, 1938, and a supplementary statement, both of which had been presented to the meeting, were laid on the table.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

M. B. Watson, to be an Assistant Professor on the Faculty of Arts from 27 October, 1938 - without salary

For the Session 1938-39

Faculty of Arts:

A. Z. Bunker, Assistant, part-time, Department of Astronomy - \$400.
 W. A. Kennedy, Glass Assistant, Department of Biology
 (vice P. Speirs, resigned) - 300.

Demonstrators, Department of Geography:

J. W. Auburn - 150.
 D. Z. McDonald - 150.
 H. B. McElheran - 75.
 Miss J. E. Taylor - 75.

Special Lecturers, Department of Psychology:

K. H. Rogers (additional) - 200.
 G. W. Anderson - 100.

Glass Assistants, Department of Psychology:

Miss E. V. Gifford - 200.
 Miss K. Harvie - 200.

Faculty of Medicine:

E. Bidlar, Lecturer and Research Associate,
 Department of Physiology (Additional,
 paid from Medical Research - Best Fund) - 300.

Fellows, part-time, Department of Physiology:

E. J. Delorme - 250.
 J. M. Woolhouse - 250.
 U. P. Collins (Additional, paid from Medical
 Research - Best Fund) - 160.

Faculty of Applied Science:

Special Lecturers, School of Architecture:

H. B. Dunnington - Grubb Landscape Architecture - 100.
 H. S. M. Garver, Town Planning - 250.
 A. C. Davidson, Demonstrator, Department of
 Engineering Drawing - 1,000.

Ontario College of Education:

Norman Davies, Lecturer in Methods for Specialists
 in Agriculture - 300.

E. E. Phillips, Instructor in Pedagogy Courses - 400.

Miss H. Weeks, Clerical Assistant in the School of
 Nursing, from 1 October 1938 to 30 June, 1939 @ 75. per mo.

H. J. Creech, Research Assistant, part-time, Department
 of Medical Research - Banting 400.

The Appointment of G. H. Turner as Glass Assistant
 in the Department of Psychology (vide Folio 191) was
 changed by making the remuneration for the year
 1938-39 \$500. instead of \$400.

Leave of absence
Prof. L. T. Morgan

Leave of absence with salary for the second term of the current Session was granted to Professor L. T. Morgan of the Department of Political Economy, on the understanding that his duties during that term will be taken by other members of the department without additional cost to the Board.

Course in Aerial
Navigation

An appropriation of \$2,000. was voted to cover salaries and expenses in connection with the two-year diploma course in Aerial Navigation, and Instructors were appointed as follows:-

Dr. Arthur A. Brant -	Lecturer in Physics	-	\$300.
D. H. D. Dexter -	Assistant Demonstrator, Physics	-	500.
Max J. Follet -	Business of Transport	-	150.

Amendments
to Estimates

A transfer of \$30. from Laboratory Supplies account to the vote for salaries of Laboratory Attendants in the Department of Chemical Engineering was authorized in order to provide for an additional attendant in connection with laboratory courses given to women.

Post Graduate Courses
Faculty of Medicine

It was reported that fees to the extent of \$300. had been received for the Post-Graduate Course on Metabolic and Endocrine Disorders given by the Department of Medicine in September, and upon the recommendation of the President the following disbursements in connection with that course were authorized:-

(a) Instructors:

Dr. W. R. Campbell	-	\$70.
Dr. R. A. Cleghorn	-	24.50
Dr. J. A. Dauphinee	-	7.
Dr. R. J. Farquharson	-	56.
Dr. A. A. Fletcher	-	63.
Dr. W. A. Scott	-	10.50
Dr. M. B. Watson	-	17.50
		<u>248.50</u>

(b) Expenses:

Luncheons, dinner, etc.	-	<u>45.70</u>
Total	-	<u>\$294.20</u>

Grant to Art Gallery
Toronto re O.C.E.

Approval was given to the recommendation of the Dean of the Ontario College of Education, supported by the Minister, that from the appropriation of \$43,000 for Practice-Teaching in the current budget of the O. C. E. the sum of \$4,000. be set aside to be paid to the Art Gallery of Toronto for services in connection with the supplementary course in Art.

Bursaries Univ.
College

Awards of bursaries in University College, as recommended by the College Council, and concurred in by the President and Dr. Gibson, were confirmed as follows:-

UNIVERSITY COLLEGE BURSARY LIST

October, 1938

<u>Name</u>	<u>Record</u>	<u>Amount</u>	<u>In</u>	<u>Out</u>
Aitken, Miss A.W.	II:1	\$100		"
Balmer, F.L.	Entrant	100	"	
Barnes, Miss B.	II:5	64		"
Barnett, D.A.M.	II:27	50	"	
Berris, B.	I:4	50	"	
Beveridge, E.L.	I:1	150		"
Blackley, F.D.	II:4	50	"	
Braid, P.E.	II:9 (1937)	50		"
Brett, Miss L.W.	II:3	125		"
Bryce, Miss K.W.	II:8	75		"
Canby, Miss M.S.	Entrant	100		"
Carter, Miss M.C.	II:3	50	"	
Charlton, J.B.D.	II:13	100		"
Chernovsky, Miss M.	I:3	75	"	
Clancy, Miss H.L.	Entrant	75		"
#Clark, Miss N.	Entrant	50		"
Collins, S.W.	II:5	100		"
Cook, Miss E.M.	II:6	125		"
Couch, R.F.	Entrant	75	"	
#Craig, G.M.	I:1	100		"
Crockett, W.M.	II:6	125		"
Custance, A.O.	I:2	125	"	
Dent, G.W.	II:15	\$ 75		"
#Eisen, D.	I:3	100	"	
Knushevsky, J.M.	II:2	75		"
Evans, Miss M.I.L.	II:5	100		"
Fairbairn, Miss A.M.	II:2	139		"
Ferguson, I.G.	II:4	100		"
Ferguson, D.B.	Entrant	150		"
Flanagan, J.W.	Entrant	100	"	
Forman, S.A.	II:3	30	"	

Francis, C.L.	II:1	125	"
Frank, I.E.	II:25	30	"
Fuller, S.	I:2	100	"
Gerald, W.P.	II:18	50	"
Gerby, J.	II:16	75	"
Gillespie, N.J.	II:3	75	"
Godfrey, Miss M.E.C.	Grade B	100	"
Gold, I.H.	Grade B	30	"
Gunning, H.E.	I:1	75	"
Hillier, Miss W.A.	II:1	125	"
Ireland, R.E.	II:7	75	"
Jacklin, Miss M.	III	64	"
Johnston, W.	Entrant	125	"
Kalant, Miss L.	II:2	50	"
Katz, M.Y.	I:10	75	"
Kayfetz, B.G.	II:8	30	"
#Kinnunen, C.	I:4	75	"
Knox, J.L.	II:1	\$ 50	"
Ladd, W.A.	I:2	125	"
LeGalloudec, E.A.	Entrant	125	"
Levinson, J.	II:1	50	"
Lichtig, S.	II:17	30	"
#Lucas, Miss G.W.	I:5	100	"
McAlpine, L.	II:2	100	"
McCormick, H.D.	I:8	125	"
McDonald, Miss I.M.	Entrant	75	"
McDonald, Miss R.A.	II:6	64	"
McIntosh, A.O.	I:2	100	"
Mackay, Miss R.H.	II:3	100	"
MacNaughton, E.B.	I:3	125	"
Maxwell, T.E.	II:1	50	"
##Meisel, Miss D.K.	I:2	100	"
Mills, J.B.	Entrant	125	"
Milnes, M.N.	II:9	30	"
Mingay, J.F.	Aeg.	100	"
Mole, Miss Y.I.	Entrant	50	"
Molinaro, J.A.B.	Grade B	50	"
Morton, M.D.	II:12	30	"
Nicholls, W.M.	Entrant	100	"
Noble, Miss D.B.	II:19	30	"
Noyes, G.	II:5	75	"

Pakarinen, V.A.	II:3	\$ 50	"
Paul, W.	I:3	75	"
Pedlar, H.F.	Entrant	50	"
Phillips, H.A.J.	Entrant	100	"
#Rose, J.L.	I:1	125	"
Rowlinson, J.A.	Entrant	75	"
Rubenstein, H.J.	II:16	30	"
Ruffell, W.H.	II:6	75	"
Sable, H.Z.	II:1	50	"
Scott, G.D.	I:1	125	"
Scott, Miss K.F.	II:10	50	"
Scott, Miss M.B.	Entrant	189	"
Seath, Miss K.J.	Entrant	100	"
#Shapiro, D.	I:4	50	"
Shortt, Miss M.C.	II:6	75	"
Skinner, Miss H.M.	II:13	60	"
Spizizen, J.	I:2	75	"
Spring, D.	I:1	75	"
Struthers, Miss D.M.	III	75	"
Struthers, Miss M.M.	II:5	100	"
Tattersall, R.N.	II:3	75	"
#Thompson, G.M.	I:4	75	"
Thow, J.W.	II:1	75	"
Todds, J.	I:8	125	"
#van Berkum, Miss E.E.	I:3	\$ 64	"
Walden, F.A.	Entrant	75	"
Weinberg, J.M.	I:3	75	"
White, G.C.	Entrant	100	"
Wolfstod, Miss L.	II:2	50	"
#Yarenko, J.	I:3	100	"

\$8,389.

Free Tuition

Free Tuition to the extent of \$100

Deborah Assembly
Order of Rainbow for
Girls - Bursary

An offer by Deborah Assembly No. 5, Order of Rainbow for Girls, to donate a bursary in the sum of \$50., to be given for the Session 1939-40 (and possibly to be continued thereafter) for a woman student registered in University College, was accepted with thanks. This bursary is to be awarded at the end of the Second Year in either Household Science or Household Economics, and in making the award regard is to be had to reasonably good academic standing as well as to the financial need of the student.

Psi Psi Chapter, Alpha
Chi Omega Frat.
donation.

There was also reported and received with thanks a donation of \$70 from the Psi Psi Chapter of the Alpha Chi Omega Fraternity, to be credited towards the fees of John How in Third Year Moderns, University College.

Approval was given to the recommendation of the Senate that exemption from fees be granted to four Exchange Students for the Session 1938-39 as follows:-

Exchange students

Carson, Miss C.D. - Mount Allison University (enrolled in Victoria College)	} library and examination fees
Forbes, Miss J.D. - Dalhousie University (enrolled in Victoria College)	
MacEwen, Miss P.J. - University of British Columbia (enrolled in University College)	} tuition, library and examination fees.
McKim, Miss M.P. - Dalhousie University (enrolled in University College)	

Statutes of Senate Numbers -

Statutes of Senate

- 1411 - Respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1938-39.
- 1412 - Respecting certain amendments to the Calendar of the Faculty of Applied Science and Engineering for the Session 1938-39.

as transmitted by the Registrar, were severally read and approved by the Board.

There was read a letter from Dr. Gibson with regard to the Maude Charlton Gibson Scholarship as follows:-

Chartered Trust & Executor Company
Toronto, October 27, 1938.

Dr. J. H. Muir,

Toronto,

University of Toronto,

Toronto, Ontario.

Re: Est. Eleanor Rockwell Charlton

Dear Dr. Muir:-

According to the Will of the late Mrs. Eleanor Rockwell Charlton, of which this Company is Executor:

"The sum of \$1,500.00 shall be set aside and invested, and the invested fund to be handed over to the Board of Governors of the University of Toronto, for the purpose of establishing a Scholarship for University College in memory of Maude Charlton Gibson, the terms and conditions of this Scholarship to be fixed by Mr. J. J. Gibson."

Maude Charlton
Gibson Scholarship

We have purchased two Bonds as follows:-

\$417.12, Township of Beck, Ontario 6% Bond,
due May 27th, 1946, at the price of \$108.16,
to yield $4\frac{3}{4}\%$. The purchase price, including
accrued interest — \$459.83

\$1,038.90, Township of Wisdale, Ontario, 5% Bond,
maturing December 1st, 1947, at the price of
\$101.95, to yield $4\frac{3}{4}\%$. The purchase price,
including accrued interest — \$1,103.61

As you see, this has involved the payment out of a total of \$1,563.44. We have, therefore, deducted the coupon due on the 1st of December, for \$51.95, and I will personally pay the small balance additional.

I think this investment will yield annually, in income, about \$70.00, but I would suggest that the Scholarship be for the sum of \$50.00 and that the balance accumulate, so that the investment may be increased on the maturity of these Bonds, with the hope that a yield of at least \$50.00 may be maintained.

I am enclosing the Bonds herewith, and would thank you to give me a receipt for them at your convenience
Yours truly

(Sgd.) John J. Gibson"

The Board accepted the donation of the bonds above referred to for the purposes of the scholarships, and extended its cordial thanks to Dr. Gibson as the representative of the donor.

U. C. residence & athletic facilities An appeal from the Principal of University College for increased residence and athletic facilities for men students was referred to the Standing Committee on University College.

Accommodation for classes, Occup. Therapy etc. A request by the Director of University Extension for the use of one of the houses owned by the University for the accommodation of classes in Occupational Therapy and Physiotherapy was referred to the Property Committee.

Re new Chemical building Dr. Gibson and Mr. Kelly were added to the membership of the Special Committee appointed to consider the needs of the Department of Chemistry and the erection of a new Chemical building.

The meeting adjourned at 4.45 p.m.

Minutes confirmed

Nov. 10th 1938

W. M. H. H. H. H.
Chairman.

Indefatigable
W. B.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 10th November, 1938 at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The Vice-Chairman (Dr. Russell)

The President

Chief Justice Rose

Mr. Heilly

Mr. Gibson

The Chancellor

Sir Joseph Threlkeld

Mr. Oster

Dr. Anderson

Mr. McDonnell

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes there was read a supplementary letter from Dr. Gibson, dated 2nd November, conveying his decision that the Maude Charlton Gibson Scholarship be awarded in University College to a student in the First or Second Year, according as the Council advises, in Household Economics; and authorizing, after his (Dr. Gibson's) death, the Principal of University College for the time being to designate the course in which this scholarship shall be awarded if, in the judgment of the Principal, a change should be desirable.

Maude Charlton

Gibson Scholarship

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Administration:

Miss Edith Hodge, Stenographer, President's Office, from 1 November, 1938 to 30 June, 1939 at the rate of \$1,000.

Athletics and Physical Training - Women:

Mrs F. G. Anderson, Assistant Physical Education Instructor for Women, from 1 January, 1939 for balance of the session (vice Mrs J. M. Forster on leave of absence)

Faculty of Arts:

Miss G. L. Turnbull, part-time Secretarial Assistant, Department of Political Economy, from 13 October, 1938 for the year 1938-39

\$9. per wk.

H. Rubin, Special Lecturer in Comparative Law,
Department of Law, for the Session 1938-39 - without salary

Faculty of Medicine:

C. G. Smith, Lecturer in Anatomy for the Session
1938-39 (additional)

\$ 2500.

Faculty of Applied Science:

Demonstrators, Department of Electrical Engineering,
for the Session 1938-39:

T. E. Thinn

W. C. Moull

100. each

E. Paterson, Laboratory Boy, Department of Chemical
Engineering, for 8 weeks, October and November, 1938
at \$80. (of which \$50 to be charged to the Department
of Chemistry)

10. per wk.

Special Research:

G. Gung, Research Assistant, Department of Mechanical
Engineering, for 2 months from 6 October, 1938.

140. per mo.

For the Session 1938-39.

School of Nursing:

Lecturers:

Dr. J. T. Phair	-	Child Hygiene	-	40.
Dr. C. E. Phillips	-	Modern Educational Thought	-	200.
Dr. Norma H. C. Ford	-	Biology	-	300.
Dr. Alan Brown	-	Paediatrics	-	160.
Dr. W. K. Welsh	-	Surgery	-	115.
Dr. Trevor Owen	-	Medicine	-	115.
Dr. H. B. Van Wyck	-	Obstetrics	-	110.
J. O. Carlisle	-	Principles of Teaching	-	100.

Special Lecturers:

Dr. Beverley Hannah	-	Medicine and lecturer in Communicable Disease	-	190.
Dr. B. Tisdall	-	Paediatrics	-	35.
Dr. J. H. Elliott	-	Medicine	-	40.
Miss B. Boulier	-	Special Instructor, Nursing	-	180.

University Extension - Instructors:

Correspondence Courses:

Pass Course for Teachers -

Economics:

J. H. Hutchison

J. G. Perold

English:

J. R. Mac Gillivray

H. H. Noyes

French:

Miss A. C. Cole

J. G. Anderson

To be paid upon
certificate based
on work done.

History:

R. W. Saunders, E. W. Innis, D. J. McDougall

Latin:

M. D. C. Tait

L. A. MacKay

Mathematics:

S. Beatty

Miss C. C. Krieger

Psychology:

K. S. Bernhardt

G. P. Cosgrave

Philosophy:

E. W. Macdonald

Rev. B. J. Sullivan

Biology:

J. F. Ide

Chemistry:

J. J. Rae

Course in Physiotherapy:

H. D. Ball

Anatomy

\$ 75.

E. T. Waters

Physiology

75.

St. John Ambulance Association - First Aid

120.

Hospital for Sick Children - Use of food for instruction

40.

Toronto General Hospital - Home Nursing

120.

Course in Occupational Therapy:

H. D. Ball

Anatomy

75.

E. T. Waters

Physiology

75.

Miss Jean Hampson

Practical Application of
Occupational Therapy

100.

J. H. Ryan

Bookbinding

200.

Miss Nora Lea

History and Practice of Social Work

100.

Miss Olive Noble

Children's Work and Basketry

300.

Ontario College of Art

Plastic Arts, Metal Work

300.

Dr. Ruth Franks

Psychiatry

200.

R. G. Armour

Neurology

40.

A. A. Fletcher

Arthritis

20.

J. L. McDonald

Orthopaedic Surgery

40.

E. H. Botterell

Brain Injuries

20.

J. I. Lewis

General Surgery

20.

J. G. Falconer

Cardiac Diseases

50.

J. H. Elliott

Tuberculosis

30.

T. R. Dean

Workmen's Compensation Act

10.

G. W. Howland

Neurology

60.

Miss Elizabeth Bowling

Speech Training

50.

Miss Isabel Loudon

Instructor in Art and Applied Design

300.

A. T. MacLachlan

Instructor in Wood-Working

300.

W. K. F. Kendrick

Psychology at the Margaret

Eaton School (2nd term)

100.

To be paid
upon
certificate based
on work done

Compassionate
allowance to widow
of Dr. W. G. Switzer
Dentistry

There was reported the death on October 23rd of Dr. W. G. Switzer, Associate Professor of Dentistry, at which time he had received one third of his yearly salary of \$4,000; and upon the President's recommendation it was ordered that there be paid to the widow as a compassionate allowance a second third of \$4,000, the remainder of the vote being made available to provide assistance in the Faculty for the balance of the current Session.

Additional appropriations and transfers in votes were authorized as follows: -

Amendments to
Estimates

Additional appropriation:

Engineering Drawing:

"Apparatus

\$200.

Transfer:

Geography:

from "Maintenance"
to Apparatus

400.

Poranda Mines
donation to Physics

A donation of One Thousand Dollars (\$1,000) by Poranda Mines, Limited, for the purpose of research in the Department of Physics was reported and accepted with thanks, the amount to be added, as requested by Professor Burton, to the Mc Lennan Research Fund.

Building needs
of App. Sc. Faculty

A communication from Professor Angus, Chairman of a Committee of the Applied Science Council on the Wallberg Bequest, re-affirming its opinion that the most pressing building requirements of that Faculty are those for the Departments of Chemical Engineering and Mechanical Engineering, and that the buildings involved should be begun with the least possible delay, was referred to the Special Committee of the Board which has under consideration the whole question of the needs of the Department of Chemistry, a proposed new Chemical building, etc.

Welfred P. Mustard
Scholarship

Approval was given to the following recommendations of the Council of University College, as set forth in a letter of November 7th to the President: -

a, That the Welfred P. Mustard Scholarship be awarded at the end of the Second Year, partly on the result of the Annual Examinations, partly on the result of a competition in essay writing.

Cohen Scholarships

(b) That the Cohen Scholarship be awarded on the result of the Second Year examinations in the Honour Department of English Language and Literature.

Maude Charlton Gibson
Scholarship

(c) That the Maude Charlton Gibson Scholarship be awarded on the result of the First Year examinations in the Honour Department of Household Economics.

Athletic Association

Upon motion of Mr. Gibson, seconded by Sir Joseph Flavelle, the request of the Athletic Association, presented by the President, that its Financial Secretary be authorized to carry forward in the Revenue Account on the 30th of June of each year a sum not exceeding Ten Thousand Dollars (\$10,000) (instead of the \$3,000 previously authorized), and that before the 15th of May of each year, when the supplementary Estimates are passed and the accounts of the year then closing are reviewed by the Athletic Directorate, he be instructed to transfer to the Trust Account all other balances available, was concurred in.

Other communications were dealt with as follows: -

Sick leave to
Miss A.M. Gall

From Miss A.M. Gall, asking for extension of sick leave to 30th June, 1939. This was granted with full salary to 31st December, 1938, and with half salary for the six months, January to June, 1939. An additional vote of \$1,000 for clerical assistance in the Bursar's Office was authorized.

Mary (Minnie) Carson
bequest

From Messrs. Briggs, Frost & Birks, with copy of the Will of the late Mary (Minnie) Carson, in which there is a bequest of the residue of her Estate to the University of Toronto to be used in connection with research work in Tuberculosis, which bequest was accepted by the Board.

W.E.A. - Carnegie
Grant

From the Director of University Extension with regard to the balance of \$121.63 unused of the grant of \$12,500 made by the Carnegie Corporation in 1933 towards the support of the Workers' Educational Association. Ordered that this balance be paid over to that Association.

Current Expenditure

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 13th October, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of November and the first part of December. Ordered that an Accountable Warrant for Two Hundred and Seventy-five Thousand Dollars (\$275,000) be issued to the Bursar.

President's Annual Report

The President presented his annual report upon the work of the University and its Colleges for the year ending 30th June, 1938, and the same was ordered to be printed and transmitted to the Legislative Assembly in the usual manner.

Connaught Laboratories

Mr. Tully, on behalf of the Connaught Laboratories Committee, laid before the Board the Auditors Report and Financial Statement of the Laboratories for the year ended 31st March, 1938, and the same was read. Mr. Tully gave notice that he would move at the next meeting that this report be approved. Upon motion of the Vice-Chairman, Ordered that it be indicated upon the notice calling the next meeting that this report will be brought up and that a copy thereof may be seen at the Bursar's Office.

Indefinite
m. B.

The meeting adjourned at 5.45 p.m.

Minutes confirmed.

Nov. 24th, 1938

Arthur Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 24th November, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	The President
The Chancellor	Mr. Osler
Mr. Neilly	Dr. Gibson
Sir Joseph Threlkeld	Mr. Mc Dougald
Mr. Mc Donnell	Dr. Anderson
Hon. H. B. Kelly	
Hon. Dr. Bruce	

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Sick leave to Mrs
A. M. Galt

Arising out of the minutes there was read a letter from Mrs A. M. Galt thanking the Board for sick leave granted to her.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

Athletics and Physical Training - Women:

Physical Education - Diploma Course - Instructors,
for the Session 1938-39: -

H. D. Galt - Anatomy - \$150.

Miss H. J. Mc Murich - Anatomy and Kinesiology 150.

Faculty of Applied Science:

Demonstrators for 5 months from 1 December 1938: -

R. H. Haubner - Electrical Engineering
(vice W. M. Foster resigned) - 714.28

J. G. Ewens - Mechanical Engineering - 1,071.45

Miss M. Morris - Office Assistant and Librarian,
Metallurgical Engineering, part-time, and
Stenographer, Secretary's Office, part-time, for
7½ months from 14 November 1938 85 per mo.

For the Session 1938-39

University Extension - Instructors:-

(1) Evening Tutorial Classes:

Thomas B. Godfrey } Russell R. Grant }	- Accounting	- \$ 200.
Elton Johnson	- Advertising	- 200.
M. Barry Watson	- Air Conditioning	- 200.
Graham McInnes	- Art Appreciation	- 200.
Brownlow Card	- Art of the Theatre (2 classes)	- 400.
J. R. Crocombe	- Cost Accounting	- 200.
Cameron Matthews	- Dramatic Art	- 200.
A. L. Richardson	- Economics	- 200.
Miss K. H. Coburn	- English Composition	- 200.
E. K. Brown	- English: Contemporary Literature	- 200.
Miss Mary Winspear	- English: Outline of Literature	- 200.
J. K. Thomas	- English: Present Day Life and Literature. Philosophy.	- 400.
J. Campbell McInnes	- English Diction and Speech (2 classes)	- 400.
G. L. Assie	- French (A)	- 200.
Miss M. D. MacDonald	- French (B)	- 200.
Jean A. Houpert	- French (B) 2	- 200.
St. E. de Champ	- French (C)	- 200.
H. Boeschstein	- German	- 200.
Emilio Goggio	- Italian	- 200.
Miss J. H. Forster } Mrs. P. G. Anderson }	- Gymnastics and Dancing	- 100.
Miss A. Cochrane	- Swimming	- 200.
Mrs. Margaret Graham	- Pianist	- 50.
E. A. Allcut	- Industrial and Business Organization	- 200.
Miss Vida H. Peene } Miss Isabel London }	- Interior Decorating	- 200.
Alfred B. Ward	- Investments	- 200.
John H. Olson	- Journalism (3 classes)	- 600.
Miss Helen H. Murrich	- Lip Reading	- 200.
Miss A. Harriet Parsons	- Magazine Writing (3 classes)	- 600.
W. G. McIntosh	- Mechanical Power Transmission	- 200.
Jacob Zinkelman	- Mercantile Law	- 200.
A. A. Furcombe	- Metallurgy (1 1/2 classes)	- 300.
E. W. McInnis	- Modern International Relations	- 200.
J. J. Horwood	- Music Appreciation	- 200.
Stuart L. Thompson	- Nature Study	- 200.

St. George's School for Child Study -	Parent Education	-	\$200.
E. A. Gott	Psychology (A)	-	200.
D. C. Williams	Psychology (A) 2	-	200.
Miss M. Satter	Psychology (B)	-	200.
S. H. J. Chant	Psychology (C)	-	200.
W. G. Trisby		-	200.
J. H. Kirkpatrick	Public Speaking	-	200.
M. A. Sorsoleil		-	200.
G. A. McFadden	Public Speaking (2 classes)	-	400.
Julian Davies			
J. C. Auld			
E. A. Allcut			
Bernard Yardley			
G. D. McRinnon	Purchasing	each @ \$10.	
James M. Packham			
A. R. Zimmer			
W. T. A. Bell			
John R. Freeman, Jr.			
Philip Howes			
A. A. Shuyler	Secretarial Practice	-	200.
Juan Cano	Spanish	-	200.
W. C. Perron		-	150.
S. B. Brown	Traffic and Transportation	-	70.
G. La Ferle		-	20.
R. H. McCormack		-	10.
Toronto Conservatory of Music	Use of rooms and pianos	-	100.
J. G. Perold	Consumers' co-operation	-	50.

Authority was given for payment of attendants, upon certificates to be presented, at the rate of \$1⁵⁰ per evening.

(2) Teachers' Classes:

Economics:

J. H. Hitchison - \$300.

English:

W. H. Clawson - 300. H. H. Hayes - 300.

J. R. Mac Gillivray - 300. J. A. Smith - 300.

A. E. Burney (at Brampton) 300

Travelling Expenses (estimated) 75 } - 375.

French:

H. L. Humphreys - 300.

V. de Beaumont - 300.

History:

G. de T. Glazebrook - 150. D. J. Mc Dougall - 150.

R. M. Saunders - 150. G. W. Brown - 200.

L. G. Brighton - 150. R. G. Riddell - 100.

Mathematics:

G. de B. Robinson	-	300.
H. S. M. Coxeter	-	300.

Psychology:

G. P. Cosgrave	-	300.	C. R. Myers.	-	\$ 300.
G. H. Turner	-	300.	Walker Fitzgerald	-	200.

Geography:

Griffith Taylor	-	300.	J. W. Auburn	-	75.
Miss M. Brookstone	-	180.	H. B. McElheran	-	75.
Stephen B. Jones	-	180.	H. Markle	-	75.
D. Putnam	-	180.			

Latin:

E. A. Dale	-	150.
Miss M. C. Feeder	-	150.

Philosophy:

E. W. MacDonald	-	300.
Rev. B. J. Sullivan	-	300.

Biology:

J. P. Ide	-	300.	W. R. Martin		50.
W. M. Sprules	-	50.			

Chemistry:

Miss Catharine M. Woolsey (Assistant)					250.
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Mineralogy:

J. Ellis Thomson	-	100.			
L. G. Berry	} Laboratory Assistants				75.
W. Wightman					40.

Geology:

V. J. Okulitch	-	200.
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German (Special tuition in lieu of Class):

H. Goeschenstein	-	50.
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Library:

Miss R. Haldenby	-	40.
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(3) Workers' Educational Association:

		Remuneration	Travelling Expenses (estimated)
Brantford:	Charles Buck, Economic History	200.	85.
Fergus:	C. R. Philp, Labour Problems	200.	21.
Galt:	Frank Ferguson, Economic History	200.	
Guelf:	A. S. H. Hill, Political Science	200.	90.
Hamilton:	S. S. Whami, Elementary Psychology	200.	49.
	H. C. Gourlay, English Composition	200.	
	J. H. Kirkpatrick, Public Speaking	200.	
	Gordon Price, Economics	200.	
	Alex. Wingfield, Advanced Psychology	200.	

Workers Educational Association (cont^d)

		Remuneration	Travelling ex- penses (estimated)
Kingston:	Ross Winter, Canadian Problems	200.	
Kitchener:	Frank Ferguson, Economic History	200.	20.
London:	W. J. Wilson, Psychology	200.	
Oshawa:	Bora Laskin, Labour and Government	200.	41.
Peterborough:	S. S. Dhami, Psychology	200.	130.
St. Catharines:	Gordon Price, Economics	200.	45.
Sault Ste. Marie:	W. H. Becking, Public Speaking	200.	
Stratford:	C. Sivertz, Science and Society	200.	50.
Toronto:	J. S. Allely.		
	J. J. Parkinson		
	Leo Warshaw		
	K. S. Bernhart		
	S. R. Z. Chant		
	S. S. Dhami		
	S. S. Dhami - Philosophy	200.	
	W. G. Frisby - Public Speaking	200.	
	G. W. F. Hart - Sociology	200.	
	H. A. Logan - History and Development of Trade Unionism	100.	
	J. D. Robins - English Composition	200.	
	J. H. Underhill - Current History	200.	
	Gordon Webber - Art	200.	
	E. T. Waters - Science and Life	200.	
	Miss Mary Wimspear - Literature	200.	
Windsor:	W. J. Wilson - Psychology	200.	160.
Woodstock:	M. K. Inman - Economics	200.	45.

(4) Correspondence Courses: (Remuneration to be paid upon certificate based on work done)

Upper School.

A. G. Croal	- Physics
H. A. Grainger	- Zoology, Botany and Chemistry
W. J. Loughheed	- Geometry, Algebra and Trigonometry
J. H. Mills	- Latin
H. L. Murch	- German and French

Commercial

W. David	- Penmanship, Shorthand, Secretarial Practice
L. S. Beattie	- Shorthand Methods, Office Practice
W. G. Bennett	- Bookkeeping Methods
W. J. Brown	- Business Correspondence and Typing, Theory of Economics, Money and Banking, History of Commerce

H. G. Harvey
T. W. Bates

- Bookkeeping, Accountancy
- Business Arithmetic, Business Law,
Arithmetic of Investments

Miss Evelyn M. Rutledge - Typewriting Methods, Typewriting
Social Science Department - Special Lecturers:

Miss K. Gorrie	-	150.	Miss Frieda Held	-	150.
Miss Flora Lea	-	110.	Miss Marjorie Bell	-	75.
Mr. W. Cohn	-	75	R. E. Mills	-	75.
St. George's School (W. E. Blatz)	-	75.	School of Nursing (Mrs Emory, Mrs Tillman)	-	75
H. C. Cruikshank	-	55	Mrs C. E. Whittton	-	50.
Mrs. Helen Lawrence	-	45	B. W. Heise	-	37.50
Mrs Mae Fleming	-	37.50	H. C. Hudson	-	30.
David Smith	-	25.	H. Rogers	-	10.
W. Scott	-	5.			

Additional appropriations and transfers in connection with the foregoing appointments were granted as follows:-

Additional votes:

University Extension:

"Evening Tutorial Classes"	-	13,000.
"Teachers' Classes"	-	7,000.

Transfers:

Applied Science:

From Salaries - "Office Assistant and Librarian."	-	
Metallurgical Engineering	-	33.55
"Stenographer" - Secretary's Office	-	50.30
To "General Expenses" (Messenger Service and Clerical Assistance)		83.85

Bursary to
E. Bachert

Upon the recommendation of the President, a bursary award of \$113. to E. Bachert, enrolled in the School of Graduate Studies, to be applied on his fees as a candidate for the degree of Master of Arts, was confirmed.

Laboratory Supply
Fee in Philosophy

Upon the recommendation of the President, ordered that the laboratory supply fee of \$3 prescribed in the Honour Philosophy Course (p. 197 of the current Arts Calendar) be transferred from the Third Year to the Second Year, this change to be effective as and from the opening of the present Session.

There was presented a letter from the Association of Professional Engineers as follows: -

Toronto, November 12th, 1938

The Secretary,
The Board of Governors,
University of Toronto
Toronto.

Dear Sir:

The Council of the Association of Professional Engineers of the Province of Ontario has by resolution, at its meeting in October, decided that "A Scholarship be granted in both Queen's University and the University of Toronto in the Faculties of Applied Science, to take effect as a result of the Spring Examinations of 1939 and that such Scholarships be in the amount of \$100.00 to each University".

I am authorized, therefore, to offer to the University of Toronto such a Scholarship in behalf of this Association for the present Session. We realize that it is desirable to provide, in the first instance, that such a Scholarship should be assured over a term of years, but for the present the Council has made provision for the one year only.

We hope that in years to come this Scholarship may be augmented and that any plans which are laid at the present time for its award should provide for its probable augmentation, or possibly for additional scholarships.

It is desired that this Scholarship be known as "The Association of Professional Engineers of the Province of Ontario Scholarship".

It is suggested that the basis of the award of this Scholarship be primarily on high academic standing and that in addition consideration be given, so far as practicable, to the financial need of the recipient, the desire of the Association being to help and encourage needy students of outstanding ability.

It is further suggested that, in order to simplify award and to keep somewhat in line with the structure of this Association the Scholarship be open to students registered in the Departments of Civil, Mining, Mechanical, Electrical, Chemical, and Metallurgical Engineering, and Engineering Physics.

Yours faithfully,
Association of Professional Engineers.
(Sgd.) E. P. Hunt
President.

Association of
Professional Engineers
Scholarship

The offer of a scholarship contained in the above letter was accepted with thanks and the matter referred to the Senate for settlement of the academic details of the award, having regard to the suggestions made by the donor.

Upon motion of Mr. Osler, seconded by Mr. W. E. Dougald, it was resolved that the investment of Twenty-five Thousand Dollars (\$25,000) in Guaranteed Certificates of the Toronto General Trusts Corporation be continued at the rate of $3\frac{1}{2}\%$ per annum, payable half yearly, for a further period of five years from December 1st proximo.

In accordance with notice given at the last meeting, Mr. Teilly moved, seconded by Mr. Gibson, that the Auditor's Report and Financial Statement of the Connaught Laboratories for the year ended 31st March, 1938, as already presented, be accepted and approved. Carried.

The Chancellor brought to the attention of the Board a newspaper clipping from "The Evening Telegram" of 19th November concerning some remarks attributed to Professor Underhill; and upon motion of the Chancellor, seconded by Mr. Teilly, the President was requested to ask Professor Underhill if he has been correctly reported in this article.

The Chancellor gave the following notices of motion:-

- (1) That notice of important matters and their nature appear on the agenda of meetings of the Board.
- (2) That reports be sent to members of the Board on request before being finally dealt with.

The meeting adjourned at 5 p.m.

Minutes confirmed

8 Dec. 1938

A. Russell

Vice-Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 8th December, 1938, at 4 p.m.

- Present -

The Vice-Chairman (Dr. Russell)	
The Chancellor	The President
Sir Joseph Flavelle	Dr. J. G. Gibson
Mr. Osler	Hon. Dr. Bruce
Mr. McCarthy	Mr. Keilly
Mr. McDougald	Mr. R. O. McCallloch
Mr. McDonnell	Dr. Anderson
Hon. H. T. Kelly	Mr. E. G. McCallagh
Mr. McGregor Young	Chief Justice Rose

In the absence of the Bursar, Mr. Higginbottom attended as Secretary.

The minutes of the last meeting were read and confirmed.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Miss E. Heighington, Assistant in the Library,
from 1 January 1939, at the rate of \$1,200 per annum

Athletics and Physical Training - Men:

Part-time Instructors for the Session 1938-39:

Mr. Glionna - Boxing - 200.

A. R. Menzies - Jiu Jitsu - 50.

Faculty of Medicine:

from 1 December 1938 to 30 June, 1939:

Mr. J. Mc Gavin, Demonstrator, Department of Hygiene and Preventive Medicine - 125. per mo.

S. Smith, Assistant, Silicosis Research, Department of Medical Research - Banting - 55. " "

Faculty of Dentistry:

R. S. Woolhath, promoted from Associate in Dentistry to Associate Professor in Dentistry from 1 January 1939, to receive for the six months January to June 1939 - 1,323.

R. L. Twible, Associate in Dentistry, additional
for the Session 1938-39 - 108.
C. G. Pearson, Demonstrator in Dentistry, from
1 January 1939 for the balance of the
Session 1938-39 - 310.

The appointment of J. W. Mac Keigan as Assistant in the
Department of Political Economy (vide Folio 229) was
amended by making the remuneration for the year 1938-39 - \$350.

University Extension - Instructors -
- for the Session 1938-39: -

Correspondence Courses, Pass Course for Teachers:

A. Lacey - French - 10.

Short Courses, Course in Social Work:

A. E. Grauer - Social Science - 80.

Workers' Educational Association:

Albert S. Duncan - Economics -

Remuneration	100.	
Travelling Expenses		
(estimated)	62.	- 162.

There was reported the death on November 23rd of Miss Hester
Young of the Library Staff. Upon the President's recommendation
it was ordered that the salary which Miss Young would have
received for the month of December be paid to her sister,
Miss Agnes Young, this to be in addition to the return to
the Estate of the deceased's contributions to the Pension Fund.

Professor J. G. FitzGerald was granted sick leave on full pay for
four months from 1 December, and the Board expresses to Dr. FitzGerald
its sincere sympathy and its hopes that he may speedily be
restored to health.

The President informed the Board that he had had an interview with
Professor Underhill in regard to the matter mentioned at the last meeting.
After hearing the explanation given by the President, it was, upon his
motion seconded by Dr. Gibson, resolved that no further action
be taken.

Awards of bursaries in the Faculty of Medicine for the Session 1938-39, as recommended by the Committee of that Faculty and the President, were confirmed to a total of \$3,725 as follows: -

SIXTH YEAROutside Toronto

Binnington, Miss V.	34 Rosemount Ave.	75.00	
Dalziel, W. R.	Western Hospital	100.00	
Hoffman, O.	401 College Street	75.00	
Hosman, J. I.	3047 Dundas St. W.	75.00	
Thomson, F. B.	Psychiatric Hospital	100.00	
Winton, S. S.	66 Yorkville Ave.	75.00	\$500.00

In Toronto

Allan, M. L.	51 Harbord St.	150.00	
Barron, R. D.	16 Summerhill Ave.	150.00	
Cohen, F.	596 College St.	75.00	
Delarue, N. C.	6 Weller St.	100.00	
Dobkin, J.	209 Major St.	75.00	
Gerred, R. F.	38 Minton Place	100.00	
Gray, C. C.	142 St. George St.	150.00	
Laski, B.	70 Burnaby Blvd.	100.00	
Lester, L. J.	333 Markham St.	75.00	
Meredith, J. T.	111 Springhurst Ave.	100.00	
Perry, W. H.	East General Hospital	100.00	
Rose, A.	17 Algonquin Ave.	75.00	
Shulman, A. G.	Apt. 2, 698 Spadina Ave.	50.00	\$1,300.00

FIFTH YEAROutside Toronto

Butt, W.	83 Grenville St.	100.00	
Henderson, A. C.	16 Palisades	75.00	
McCutcheon, J. V.	Psychiatric Hospital	75.00	\$250.00

In Toronto

Altwerger, H.	2267 Dundas St. W.	75.00	
Bryant, A. J. S.	1664 Kingston Road	75.00	
Goodman, S.	223 High Park Ave.	75.00	
Howes, E. W. M.	55 Langmuir Cresc.	75.00	
Macdougall, Miss D.	93 Kendal Ave.	75.00	
Snitman, H.	369 Markham St.	75.00	
Solway, R. I. H.	31 Cecil St.	75.00	
Tepper, N.	55 Sullivan St.	75.00	600.00

FOURTH YEAROutside Toronto

Bell, C. A.	306 Huron St.	75.00	
Whiteside Miss A. E.	4 Washington Ave.	100.00	175.00

In Toronto

Albertson, D. B.	60 Admiral Rd.	100.00	
Colquette, C. B.	165 College St.	100.00	
Eineberg, J.	650 Queen St. W.	50.00	
Levitt, H.	78 St. Patrick St.	50.00	
Levy, I.	9 Euclid Ave.	50.00	
Weingarten, I. P.	9 Rolyat Ave.	50.00	400.00

THIRD YEAROutside Toronto

Cockcroft, W. H.	53 Stanley Ave, New Toronto	50.00	50.00
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In Toronto

Bohnen, D. R.	161 Grace St.	50.00	
Fireman, H. H.	29 Borden St.	50.00	
Gain, D. D.	116 Farnham Ave.	75.00	
Merritt, Miss R. I.	661 Spadina Ave.	75.00	
Sacks, M. O.	90 Robert St.	50.00	
Schnittman, M.	180 Palmerston Ave.	50.00	350.00

SECOND YEAROutside Toronto

Stephenson, G. H.....42 Tranby Ave.....\$50.00

In Toronto

Armstrong, J. D.....13 Humber Trail.....50.00

\$3,725.00

SUMMARY OF BURSARIES SESSION 1938-1939

YEAR	<u>OUTSIDE TORONTO</u>			<u>IN TORONTO</u>				Total Number	Total Amount
	\$100.	75.	50.	150.	100.	75.	50.		
6th	2	4		3	6	4	1	19	1,800.
5th	1	2				8		11	850.
4th	1	1			2		4	8	575.
3rd			1			2	4	7	400.
2nd			1				1	2	100.
	400.	525.	100.	350.	800	1050	500		\$3,725.

The following appropriations were granted: -
University Press:

"Microscopes" - additional note \$500.

Department of Physics:

From the Mc Lennan Bequest - 1,450.

to cover the following items:

Dr. Brant's trip re Geophysical operations - \$500.

Payment to Dr. D. W. R. Mc Kinley - 60.

" " Dr. M. J. Crawford - 200.

" " Dr. R. Richmond - 100.

" " Mr. A. Prebus - 50.

Accounts in connection with replacing
 supports for transformer, etc.

A. Hilger, for apparatus

- 356. } (approx.)
 - 183 }

\$ 1,449. (say \$1,450)

Amendments to
 Estimates

Pass Course for Teachers
 final date for payment of fees
 Authority was given for changing the final date for payment of tuition fees, of students enrolled in the Pass Course for Teachers, from October 20th to November 1st, this change to become effective with the opening of the Session 1939-40.

Approval was also given to the following recommendations of the President in connection with loan funds:-

(a) Students' Administrative Council:

(1) That a further appropriation of \$2,000 be granted from the surplus account of the Students' Administrative Council for the purpose of making loans to students;

S.A.C. Loan Fund

(2) That in addition to such further appropriation the Council be permitted to use for the same purpose the amount, approximately \$1,000, at credit of the Loan Fund, representing repayments already made, together with any additional repayments that may come in this year.

Wallberg Loan Fund

(b). Wallberg Fund:

That an additional \$2,000 be set aside from this fund for loans to needy students during the present Session, to be limited to those registered in Applied Science.

The following donations were reported:

Bursary from Permanent
 Exec. Class of 1923
 Faculty of App. Sc.

From the Permanent Executive of the Class of 1923 in the Faculty of Applied Science and Engineering, a bursary of \$150. a year, to be awarded to a student in that faculty, the first award to be made in the year 1939; the donors expecting to be able to continue the contribution for a period of five years. The Board accepted this with thanks, and expressed the hope that the example this Class has set in this regard may be followed by others.

Terms of award were approved as follows:

1. The Award to be known as "The 1923 Engineering Alumni Bursary".
2. The Award may be made annually to a student completing his second or third year in the Faculty of Applied Science and Engineering, University of Toronto; it may be awarded two years in succession to the same student but will usually be awarded at the end of the second year.

3. The Award will be made by a Committee of the Class of 2T3 School to be appointed by the Permanent Executive of that Year. The Committee may add to its numbers such representatives as may be thought desirable in a consulting capacity only.
 4. The Award is to be made on the following basis: -
 - (a) In addition to mental capacity, the student should have shown leadership ability and given promise, through his activities, of becoming a worthwhile influence in the affairs of the profession and the community.
 - (b) While attention is to be given to scholastic ability as evidenced by his academic standing, this is not to be the governing factor. He must, however, have stood in the top 25% of his class.
 - (c) Special consideration to be given to financial need being experienced by a student of the type mentioned herein.
 5. The Award will be listed in the Calendar of the Faculty of Applied Science and Engineering of the University of Toronto, but the funds will be administered by the Secretary of the Alumni Federation under general direction of the Permanent Executive of the Class of 2T3 (or of the Committee of the Class of 2T3).
 6. Candidates may be interviewed by the Committee appointed by the Class of 2T3 noted above.
 7. The Award will be made as soon as possible after the results of the final examinations are published. Payment will be made to the winner of the Award in three instalments following his registration in the Faculty of Applied Science and Engineering in the University of Toronto.
 8. The Terms of this Award must be published in the Calendar of the Faculty of Applied Science and Engineering, in the Transactions of the Engineering Society; and be placed on the bulletin board of the Engineering Society.
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From Gilbert A. La Bine, a donation of 200 milligrams of Radium Element to the Department of Medical Research (Banting) as a memorial to his son, Leonard, this donation to be used in the furtherance of scientific knowledge in such manner and place as that department may deem advisable. Upon motion of the Chancellor, seconded by Mr. Feilly, this donation was accepted with many thanks.

The Audited Report of the operations of the University Press for the year ended 30th June, 1938, was presented by the President as Chairman of the Printing and Publications Committee, and was laid on the table.

Other communications were presented and dealt with as follows: -

Mrs Switzer's
compassionate allowance From Mrs. Switzer thanking the Board for its sympathy and the compassionate allowance granted to her.

Appointment to
Registration Board,
Ont. Assoc. of Architects From the Ontario Association of Architects regarding an appointment to its Registration Board under the provisions of the Architects' Act (Section 10, Sub-Section (1), paragraph a). Ordered that Professor H. H. Madill be and is hereby re-appointed to such Registration Board for a period of three years from the first day of January, 1939.

John T. White Bequest From the Public Trustee with notification of a bequest to the Governors of a portion of the residue of the Estate of the late John T. White for Medical Research (Banting). The Secretary was directed to convey to the Executors and any other persons concerned, their appreciation of this bequest.

Passing of acc'ts. re
R.W. Leonard Estate From Malone, Malone & Montgomery with notification of appointment to pass accounts of the Executors of the R. W. Leonard Estate at St. Catharines, Ontario, on 28th December. Ordered that the University Solicitor be instructed to attend on this appointment.

Frontage license,
College St. From Roberts, Osborne & Archibald, on behalf of Francis J. Scott and others, applying for a frontage license for the Easterly 25 feet of the vacant property lying immediately West of No 66 College Street. Referred to the Property Committee for consideration and report.

From the Deputy Minister of Education asking that the Board consider the payment to the City of taxes on certain properties. Referred to the Property Committee for consideration and report.

Payment of taxes
on certain City
properties

Report Number 130 of the Finance Committee was read as follows:-

The Finance Committee begs to report to the Board of Governors:-

1. Your Committee transmits herewith the Auditor's Report and Financial Statement for the fiscal year ended 30th June, 1938. The Auditor reports that all the transactions of the year have been duly audited and found correct; that the securities representing the investments were produced for his examination twice during the year and found to be in agreement with the records kept by the Bursar, the approximate market value of these securities on 30th June, 1938, being greater than their book value by \$875,432.56; and that the Bursar's records are well kept and all endowment and trust funds properly accounted for.

Your Committee appends the following statement presented to it by the Bursar:-

"To the Finance Committee of the Board of Governors:
Gentlemen:-

In presenting to you herewith the Auditor's Report and Financial Statement for the fiscal year 1 July, 1937, to 30 June, 1938, I beg to submit the following summary of figures of revenue and expenditure for that year, together with some observations upon the situation for the present year:-

<u>1937 - 38</u>	
General Revenue	\$1,699,382.02
Special Grant from Legislature	900,000.00
Supplementary Grant	<u>200,000.00</u>
	2,799,382.02
Less interest credited to Scholarship and other funds	<u>66,388.32</u>
	2,732,993.70
Expenditure under appropriations from revenue	<u>2,830,590.60</u>
Excess of expenditures over receipts, 1937-38	97,596.90
At the close of the previous year, 30 June, 1937, the budget had been practically balanced, there remaining to be carried forward only the small amount of	<u>14,105.00</u>
Total deficit to 30th June, 1938	\$ 111,701.90

Finance
Committee Report

Auditor's Report
and Annual
Financial
Statement

Reconciliation with Estimates.

The Estimates prepared for the year 1937-38 anticipated that a probable additional amount of \$375,785 would be required to meet the deficiency in revenue. Later in the year, when a deputation from the Board waited on the Government, it was pointed out that possible savings on the appropriations, etc., might reach \$90,000, and that accordingly a supplementary grant of \$300,000 would be sufficient to take care of the situation, including the \$14,105 brought forward from the previous year. The Government decided, however, to grant only \$200,000, and the comparison with the Estimates works out as follows:—

Expected deficit of 1937-38 at the time the budget was passed.	\$ 375,785.00
Net General Revenue exceeded estimate by	\$ 25,993.70
Savings in appropriations (net) were	<u>52,194.40</u>
	78,188.10
Add the supplementary grant received from the Provincial Government	<u>200,000.00</u>
	<u>278,188.10</u>
Deficit for year 1937-38	97,596.90
Add debit balance from previous year	<u>14,105.00</u>
Accumulated deficit at 30th June, 1938 as above	<u>\$ 111,701.90</u>

1938-39

Coming now to the current fiscal year, according to the Estimates for this year, as made up last Spring, presented to and approved by the Minister of Education, the excess of expenditure over revenue is shown as \$571,225. There will probably be, as is the case every year, some saving on the appropriations, although these savings tend to grow smaller each year on account of the close scrutiny and paring of the requisitions put in by the different departments. It is impossible to say with any accuracy at present what reduction may be obtained in this respect, but it seems apparent that there will be required a supplementary grant from the Government of at least \$600,000 for 1938-39, the amount being arrived at as follows:—

Accumulated debit on Revenue Account as of 30th June, 1938 - \$111,702.
 Estimated excess of expenditure over revenue for 1938-39
 as per Estimates 571,225.
\$ 682,927.

Less savings on expenditures in 1938-39, placed
 for the present, though with hesitation, at 82,927.
\$ 600,000.

Attention will have to be given early in the New Year to the question of financing the University's expenditures during the ensuing months pending the receipt of any supplementary grant.

(Sgd.) J. A. Moure
 Bursar "

(6 December, 1938.)

Your Committee would recommend that the Government be approached at the earliest possible moment in regard to a supplementary grant to cover the accumulated deficit at 30th June, 1938, and the additional amount estimated to be required for the current fiscal year.

It is also recommended that the Chairman of your Committee be authorized to arrange with the Canadian Bank of Commerce for such an overdraft as may be necessary from time to time pending the receipt of additional funds from the Government.

2. Having regard to the great increase in recent years in the number and volume of the trust funds held by the Board, your Committee recommends that it be authorized to confer with the University Auditor with a view to determining if any changes are necessary or desirable in the methods of bookkeeping and accounting at present in use.

3. Your Committee recommends that the sum of \$300,000 (approx.) now awaiting investment be invested in bonds of about ten years' maturity directly issued or guaranteed by the Dominion of Canada or the Province of Ontario, or in issues of the Provinces of New Brunswick or Nova Scotia.

4. Your Committee recommends that the following municipal debentures at present held be sold, if a price of 100 (flat) or better can be obtained:-

Town of Bridgeburg (now Fort Erie) 5 1/2% \$23,194.01 par value
 due 15th April, 1936 - 46.

Town of Mimico, due 1st March, 1942, 5 1/2% \$21,000.00 par value

Auditor to be
 consulted re
 Trust Funds

Investment of Funds

Sale of Bridgeburg
 + Mimico debentures

5. Your Committee has again reviewed the following investments transferred from the Toronto General Trusts Corporation as part of the Leonard Bequest, and recommends that they continue to be held:-

Leonard Bequest
Investments

No. of Shares		Book Value	Market Value Nov. 30, 1938	Dividend
2	Imperial Bank of Canada	196 \$ 392	210. \$ 420.	10% \$20.
56	Toronto General Trusts	120 ³ / ₄ 6,762	87 4,872.	4% 224.
2	Consumers' Gas Company	197 394	177 354.	10% 20.
228	Canadian Pacific Railway	14.84 3,383	6 1,368	—
58	Imperial Oil Ltd	18 1,044	18 1,044	\$1.25 72.50
316	Wm. Nelson Co.	10 3,160	8 2,528	—
378	Inter. Petroleum Co. Ltd.	20 ¹ / ₂ 7,749	27 10,206	2.50 945.
(#) 156	Consolidated Mining and Smelting Co.	49. 7,644	60 9,360	1 156
14	Economic Investment Trust	30 420	30 420	2 28
\$8,000	Dominion of Canada 4 ¹ / ₂ % 1958	109 ¹ / ₂ 8,760.	112 8,960	4 ¹ / ₂ % 360
\$1,000	Massey-Harris 5% 1947	95 950	100 1,000	5% 50
		40,658	40,532	1,875.50
(#)	If Consolidated Smelters pays bonus of say \$1. add			156.00
				\$ 2,031.50

All of which is respectfully submitted

(Sgd.) J. G. Osler.
Chairman

6th December, 1938.

Upon motion of Mr. Osler, seconded by Mr. Mc Dougald,
Resolved, that the foregoing report of the Finance Committee be and
is hereby concurred in.

Upon motion of J. Gordon Osler, Esq.,
Seconded by E. J. Mc Dougald, Esq.,
Resolved,

That Mr. Osler as Chairman of the Finance
Committee be and he is hereby authorized on behalf of the Board to
arrange with the Canadian Bank of Commerce for an overdraft not
exceeding the sum of Two Hundred and Fifty Thousand (\$250,000) on
the General Account of the Board.

Overdraft from
Canadian Bank of
Commerce

Selection of
investments

Authority was given to the Chairman of the Finance Committee and the Bursar to select investments as recommended in paragraph 3 of the above report, excepting, however, issues of the Province of New Brunswick.

Current Expenditure

There was submitted the Bursar's statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 10th November, and the same was laid on the table.

Also Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of December and the first part of January. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

In accordance with notice previously given it was

Moved by the Chancellor,

Seconded by Dr. Bruce,

That intimation of important matters be included in the notice calling meetings of the Board

Notices of Motion

Carried.

Moved by the Chancellor,

Seconded by Dr. Bruce,

That with the consent of the Chairman or the President any report shall be sent upon request to a member of the Board before being finally dealt with.

Carried.

The Secretary having withdrawn from the meeting the Chairman presented the following letter from the Bursar:—

8 December, 1938.

The Chairman,
The Board of Governors,
University of Toronto.

Dear Mr. Chairman:

I find with regret that the resumption of my duties after the leave of absence so kindly granted to me by the Board has proved a more onerous task than I expected, and I fear that I cannot continue to stand the strain of the heavy work involved.

I beg therefore to hand you herewith my resignation, effective 31st December instant, and to request that I may be retired on pension, under the regulations as and from 1st January, 1939.

May I be permitted to say how deeply I appreciate the many kindnesses shown to me by your Board and its predecessors in office during my service of over half a century, for thirty-four years of which time I have been Bursar and Secretary of the Board.

Yours faithfully.

(Sgd.) J. A. Moure

This communication was received with regret and referred to the Finance Committee for report.

The meeting adjourned at 6 p.m. to Thursday, 22nd December.

Minutes confirmed

Dec. 22nd 1938

James Macdonald
Chairman

Letter of resignation
from the Bursar.

Indexed
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Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 22nd December, 1938, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	
The Chancellor	- The President
Mr. McDonnell	- Dr. Gibson
Sir Joseph Flavelle	- Mr. McCarthy
Mr. Feilly	- Mr. Ross
Hon. Dr. Bruce	- Dr. Anderson
Chief Justice Rose	

In the absence of the Bursar, Mr. Hugginbottom attended as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the Secretary reported that following the power to act granted to the Chairman of the Finance Committee and the Bursar, the following securities had been purchased:-

\$100,000	Dominion of Canada Guaranteed Canadian National Railway 3% Bonds due 1 February 1948 - 52 @ 99 1/8 to yield 3.08 %.
\$75,000.	Dominion of Canada 3% Bonds due 1st June, 1950 - 55 @ 99.75 to yield 3.02 %.
\$125,000.	Province of Ontario 3% Bonds due 1 November, 1947 - 50 @ 99 5/8 - 99 3/4 to yield 3.02 - 3.04 %.

Also arising out of the minutes, the report of the University Press for the year ended 30th June, 1938, which was presented at the last meeting of the Board, was considered at length, and it was moved by Mr. McDonnell, seconded by Dr. Gibson, and resolved, that the amount accumulated in the University Press Surplus Account as of 30th June, 1938, \$7,246.08, be transferred to a new account to be known as "the University Press Contingent Reserve Account".

It was then moved by the President, as Chairman of the Printing and Publications Committee, seconded by Mr. McDonnell, and resolved, that the report be adopted.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

Miss Helen Troop - Assistant in the Library, from 1 January, 1939
(vice Miss Sheila W. Bell, resigned)
at the rate of \$1,200. per annum

Faculty of Medicine:

J. Root, Fellow in the Department of Bio-Chemistry,
from 1 January to 31 May, 1939 (vice
A. D. Odell, resigned) - 500.

Anthony Till, Junior Demonstrator in the Department
of Surgery, from 1 January to 30 June, 1939 - Without salary

W. E. B. Parker, Demonstrator in Hydraulics, Department
of Mechanical Engineering, from
1 January to 30 April, 1939 - 150 per month

J. H. Boothe, Research Assistant, Ontario College of Education,
from 1 January, 1939 for the balance of
the Session 1938-39 (vice W. Sniderman,
resigned) - 312.50

University Extension - Instructors -

- for the Session 1938-39 -

A. Fraser, Psychology, Workers' Educational Association - 100.

Donald R. McLean, Elementary Economics, Evening
Tutorial Classes - 200.

Sick leave to Professor J. C. Dyer of the Department of Mining Engineering was
Prof. J. C. Dyer granted sick leave with salary for four months from 1st January.

Post Grad Course Faculty of Medicine It was reported that fees to the extent of \$175. had been received
for the Post-Graduate Course on Cancer given by the Department
of Surgery in October, and upon the recommendation of
the President the following disbursements in connection with
that course were authorized: -

(a) Instructors:

Dr. Wm Boyd	-	\$9.00	Dr. H. W. Wookey	-	\$9.00
Dr. W. E. Gallie	-	9.00	Dr. G. B. Parker	-	9.00
Dr. W. K. Welsh	-	9.00	Dr. F. S. Shensstone	-	9.00
Dr. G. E. Richards	-	9.00	Dr. R. R. Graham	-	9.00
Dr. A. W. Blair	-	9.00	Dr. A. C. Singleton	-	9.00
Dr. R. M. James	-	9.00	Dr. J. A. MacFarlane	-	9.00
Dr. R. J. Harris	-	9.00	Dr. W. G. Cosbie	-	9.00
Dr. G. E. Wilson	-	9.00	Dr. Robin Pearse	-	9.00
Dr. W. A. Scott	-	9.00			

 \$153.00

(b) Expenses:

Luncheon, attendance, etc.

22.00

Total

 \$175.00

The following donations were reported:

From the Rockefeller Foundation, a grant of two hundred and fifty thousand dollars (\$250,000) for endowment of the School of Nursing as outlined in the following letter to the President:-

December 14, 1938.

"My dear Mr. Boddy:

I have the honor to inform you that at a meeting of the Board of Trustees of the Rockefeller Foundation held December 7, 1938, upon recommendation of the Foundation's International Health Division, an appropriation was made to the University of Toronto providing up to Can. \$250,000 for endowment of the University's School of Nursing, payable July 1, 1939.

In accordance with a general action of the Trustees, the Foundation reserves to itself the right to make payments for endowment in one of four ways: in cash; in securities selected by the Foundation's Finance Committee and estimated at market value at the time of payment; partly in cash and partly in securities selected and estimated as above; or to defer payment of any or all sums for a period up to ten years with semi-annual payments of interest, the Board to have the right of anticipating the payment of any and all such deferred sums.

Grant from
Rock. Foundation
for endowment
of Sch. of Nursing

A statement regarding the Foundation's policy of liberalization of endowment is enclosed herewith.

With assurances of the interest and gratification of the Foundation in this project, I beg to remain,

Very truly yours
(Sgd.) Thomas S. Thompson
Secretary

President Henry J. Gody.
University of Toronto
Toronto, Canada.

This donation was gratefully accepted and the Board took pleasure in recording their sense of the liberality of the Rockefeller Foundation to the University of Toronto, evidenced in this instance as on several occasions in the past.

Grant fr. National Comm. for Mental Hygiene
Comm. for Mental Hygiene
+ Scottish Rite Masons
to Dept. of Medical Research - Banting

From the National Committee for Mental Hygiene, New York City, a grant of Twenty-five Hundred Dollars (\$2,500) from the research funds of the Scottish Rite Masons, to Sir Frederick Banting's Department of Medical Research for work on dementia praecox, as stated in a letter from Dr. G. E. Hall of that department to the President. The Board gratefully accepted this grant and the Secretary was directed to convey their thanks and appreciation to Dr. Nolan D. C. Lewis and Colonel H. E. Bullis of the above organizations.

From the National Trust Company, Limited, on behalf of Mrs. William Crocker, an offer to establish a memorial in the University of Toronto to perpetuate the name of her son, as outlined in the following letter from the Company to the President:-

December 8, 1938.

"Dear Dr. Gody:

James W. Crocker Estate

Referring to your recent interview with Mrs. William Crocker and myself I am writing you upon the instructions of Mrs. Crocker.

Mrs. Crocker desires to establish a memorial in the University of Toronto to perpetuate the name of her son, Mr. James W. Crocker, a graduate of the Faculty of Applied Science and Engineering, who was killed in

an accident at the Lamaque Mines last summer.

For the above purpose she wishes to contribute \$500.00 a year, payable to the Bursar of the University of Toronto as long as she feels her means will allow this.

This sum is to be used to establish the James W. Crocker Memorial Loan Fund. The loans are to be made by preference to students in the Faculty of Applied Science and Engineering, but are not absolutely limited to that Faculty.

The loans are to be made under the general supervision of the President of the University through the Committee of the Faculty of Applied Science, which now has charge of loans.

Such part of the loans are to be repaid as and upon such terms as the Committee may from time to time decide.

The President of the University may vary the details of this scheme, as may be advisable under changing conditions, provided always that the main purpose of the fund is fulfilled, namely, to make loans to students who need them, preferably in the Faculty of Applied Science and Engineering.

If you will advise me that Mrs. Crocker's offer is acceptable to the Board of Governors I shall immediately send you cheque for the amount of the first annual payment.

Yours very truly,
(Sgd.) H. V. Laughton
Assistant Estates Manager."

This offer was gratefully accepted upon the conditions set out above.

From the Steerola Exploration Company Limited, a contribution of One Thousand Dollars (\$1,000) towards the expenses of Dr. A. A. Brant and party working in Geophysics in Northern Ontario, which contribution was gratefully accepted. Professor Burton requested that this sum be credited to the Mc Lennan Research Fund, and upon the recommendation of the President a further \$250. was appropriated from this fund for the work in Geophysics.

Steerola Exploration
Co. Ltd., contribution
to work in Geophysics

James W. Crocker
Mem. Loan Fund

Report Number 208 of the Property Committee was read as follows:-

The Property Committee begs to report to the Board of Governors:-

1. Your Committee has considered the application of J. J. Scott and others for a frontage license on College Street referred to it by the Board. Your Committee recommends that a license for business purposes be granted for the Easterly 25 feet of the 52 foot vacant lot lying immediately to the West of No. 66 College Street, upon payment at the rate of Forty Dollars (\$40) per foot frontage; the licensees to undertake not to use the remainder of the frontage for such purposes unless and until they take out a license for that portion.

Applic. for frontage
license - College St.

2. With regard to the application of the Department of University Extension for the use of one of the houses owned by the University for the accommodation of the classes in Occupational Therapy and Physiotherapy, your Committee has to report that there is not at present any house available.

Accommodation for
classes - Occup. Ther.,
etc.

3. Your Committee has had under consideration the letter from the Deputy Minister of Education with regard to the payment to the City of taxes on certain properties, but is not yet prepared to make a report thereon.

Payment of taxes on
certain City properties

All of which is respectfully submitted.

(Sgd.) John J. Gibson
Chairman

14th December, 1938

Upon motion of Dr. Gibson, seconded by Dr. Bruce, the foregoing report was approved and adopted.

Report Number 131 of the Finance Committee was read as follows:-

The Finance Committee begs to report to the Board of Governors that it has considered the Bursar's letter of resignation referred to it by the Board and has discussed the same with the Bursar in the hope that some adjustment in duties might be made that would enable him to continue in the service for a time.

Resignation of
Dr. Moure' as Bursar,
+ Secretary to the Bd.

Your Committee is informed by Dr. Moure', however, that he feels the state of his health will not permit his remaining in office even on some such reduced basis; and your Committee has

therefore reluctantly to report that there seems to be no other course of action than to accept Dr. Mouré's resignation as he has tendered it, i.e., effective 31st December, 1938, and to retire him on pension as and from 1st January, 1939.

In view of Dr. Mouré's long service your Committee unanimously recommends that he be granted a pension for life at the rate of Thirty-six Hundred Dollars (\$3,600) per annum; and that in accordance with the existing regulations his wife, if she survive him, be granted a pension for the remainder of her life at the rate of Eighteen Hundred Dollars (\$1,800) per annum, this widow's pension to be subject to the usual condition that it shall cease in the event of re-marriage.

The granting of a pension of \$3,600 will involve an annual vote from the general revenue of the Board of approximately Six Hundred Dollars (\$600), as the amount directly chargeable to the pension fund in Dr. Mouré's case will be in round figures Three Thousand Dollars; but your Committee has no hesitation in recommending that this be done, and reports funds for the item of Three Hundred Dollars to cover the six months of the present fiscal year, January - June, 1939.

It is further recommended that Mr. C. E. Higginbottom, at present Accountant in the Bursar's Office, be appointed Bursar from 1 January, 1939, at a salary of Forty-eight Hundred Dollars (\$4,800) per annum. The appointment of a Senior Assistant will be necessary upon Mr. Higginbottom's promotion, but as to this your Committee is not at the moment prepared to make a recommendation.

All of which is respectfully submitted

(Sgd.) J. G. Osler

Chairman

Toronto, 19th December, 1938.

It was moved by Mr. McCarthy, seconded by Mr. Ross, that the foregoing report be adopted.

Carried.

Pension payable
to Dr. Mouré

Appointment of
C. E. Higginbottom
as Bursar

It was moved by Lighton McCarthy, Esq.,
 Seconded by Hon. Dr. Herbert A. Bruce,
 And unanimously resolved:

That the Board of Governors of the University of Toronto hereby accepts with profound regret the resignation of Ferdinand Albert Moure, Mus. Doc., from his position as Bursar of the University and Secretary of the Board.

The fact that his retirement is due to the condition of his health makes the Board doubly regretful at the termination of a university connection extending over a period of more than fifty years. The Board places on record its sincere appreciation of the long and highly efficient services rendered by Dr. Moure. He became a member of the office staff of this University, as a junior clerk in the Bursar's Office, in June 1888; he was made book-keeper and accountant in 1893, and bursar on the 9th of December 1904. For thirty-four years he has administered the finances of the University with accuracy, fidelity and economy, and has won from the auditors year by year well-earned tributes to the excellence of his work. His long experience, tenacious memory and clarity of thought have been invaluable to the Board.

For many years he was a lecturer in the Faculty of Music, and acted gratuitously as university organist. His recitals on the great instrument in Convocation Hall were outstanding musical events in the academic year.

The Board expresses to Dr. Moure its heartfelt thanks for all his contributions to the welfare of the University, and wishes for him and for his wife, in his retirement, years of improved health, full of interests and of friendships.

It was ordered that a properly engrossed copy of the foregoing resolution be prepared and forwarded to Dr. Moure.

In connection with the Committee's recommendation regarding the appointment of Mr. Higgimbottom as Bursar, the Chairman expressed the appreciation of the Board for the services rendered by Mr. Higgimbottom as Acting Bursar during the absence of Dr. Moure in 1937-38, and it was moved by Mr. McCarthy, seconded by Dr. Bruce, and Resolved, that E. C. Higgimbottom be and is hereby appointed Bursar from 1 January, 1939, at a salary of forty-eight hundred dollars (\$4,800) per annum.

Resolution of appreciation
 of services of Dr. Moure

Appreciation of services
 rendered by Mr. Higgimbottom
 as Acting Bursar.

Banting Research
Foundation investments

The Secretary reported that the Committee, consisting of the Chancellor, the Chairman of the Finance Committee, and Mr. G. S. Macdonald, had unanimously approved of the purchase for the Banting Research Foundation investments of Four Thousand Dollars (\$4,000) Province of Ontario 3% Bonds, due 15th December, 1949, @ 99-5/8 to yield approximately 3.04%.

The Chairman read to the Board a draft of the preface to the Report for the year ended 30th June, 1938 and after considering the matter at length, and making certain revisions, the Board approved of the preface in the following form:-

University of Toronto

Report of the Board of Governors for the Year ended 30th June, 1938.

To His Honour the Lieutenant-Governor-in-Council:-

Chairman's
preface to
Annual Report.

The Governors of the University of Toronto have the honour to present their thirty-second annual report, which includes the President's extensive review of the academic work of the University and its Colleges for the Session 1937-38, the reports of various officers and departments, and a number of appendices and statistics dealing with the manifold activities of the institution.

There are also included in the report the customary statements covering the funds and assets, including investments, as they stood at the close of business on 30th June, 1938, together with statements in detail of the receipts and expenditures of the Board for the fiscal year which ended on that date, and the certificate of audit thereof by Mr. G. T. Clarkson of the firm of Clarkson, Gordon, Dilworth and Tash.

During the year under review the Board purchased out of funds available from the Whitney Bequest the property known as No. 104 St. George Street, having an area of 12,885 square feet with a substantial brick house thereon, for the sum of \$22,500. The premises have been altered and renovated to suit the needs of the Department of Psychology which is now in occupation.

The general revenue for the year amounted to \$1,699,382. There were also credited to revenue the Special Legislative Grant of \$900,000 and a Supplementary Grant of \$200,000 (voted in lieu of \$300,000 applied for), making a gross total of \$2,799,382. The deduction from this sum of \$66,388, representing interest credited to certain scholarship and trust

funds, left available for expenditure for salaries and general maintenance \$2,732,994.

The expenditure under the appropriations made by the Board for these purposes, (exclusive of the Ontario College of Education which is maintained by a separate vote) the estimates for which were approved by the Minister of Education, totalled \$2,830,590.

There was consequently an excess of expenditure over receipts of \$97,596, to which there has to be added the small debit balance of \$14,105 brought forward from the previous year, making a total deficit to 30th June, 1938 of \$111,701.

The Board begs leave to observe that it has no means of absorbing this deficit and has therefore to look to your Honourable Council to provide a grant to cover the same.

All of which is respectfully submitted

(Sgd.) D. Bruce Macdonald,
Chairman.

Toronto, 20th December, 1938.

The meeting adjourned at 6.05 p.m.

Minutes confirmed

Jan. 12th 1939

D. Bruce Macdonald

Chairman.

Indexed
n. 2

Minutes of meeting of the Board of Governors held in the Board Room, Smece Hall, on Thursday, 12th January, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)

The Chancellor

Dr. Russell

Mr. McCarthy

Mr. McDougald

Mr. Osler

Dr. Anderson

The President

Dr. Gibson

Mr. McDonnell

Mr. Kilby

Hon. Dr. Bruce

Hon. H. T. Kelly

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

The Bursar reported the sale of the following securities authorized at a recent meeting of the Board:-

Sale of securities

#23,194.01	Town of Bridgeburg 5½% Bonds,		
	due 15th April, 1936-46, @ 103.50 flat	-	\$23,746.75
#21,000.00	Town of Minico 5½% Bonds,		
	due 1st March, 1942-45 @ 108	-	\$21,919.25

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Mrs Hazel J. Williamson, Librarian + Assistant Secretary,
Department of Pathology + Bacteriology, Faculty
of Medicine from 1 January, 1939 @ - \$75. per mo.

Instructors in University Extension:

Evening Tutorial Classes:

Norman S. Dowd, Public Speaking - 200.

Horace L. Seymour, Housing and Town Planning - 100.

Course in Aerial Navigation:

G. P. Beal, Chemistry - 200.

Amendment
to Estimates

Authority was given for a transfer of \$50 from the appropriation for "Special Lectures" to that for "Departmental Library" in the Department of Social Science.

Communications were reported and dealt with as follows:-

From the Rockefeller Foundation regarding a further grant of Two Thousand Dollars (\$2,000) towards the School of Nursing as follows:-

December 23, 1938

" Dear President Body:

Supplemental to the letter of December 14th from Mrs. Thompson, Secretary of the Rockefeller Foundation, informing you of the approval of an appropriation to the University of Toronto providing up to C. \$250,000 for endowment of the University's School of Nursing payable July 1, 1939, I am pleased to advise that the Board of Scientific Directors of the International Health Division at their meeting of December 16th approved a designation of C. \$2,000 toward the support of the School of Nursing during the period July 1, 1939 to June 30, 1941, not more than C. \$1,500 to be available during the year 1939-40 and not more than C. \$500 during the year 1940-41. It is understood that the combined amounts available under this designation and from income under the Rockefeller Foundation appropriation for endowment shall not exceed the following:

1939 - 1940	-	C. \$9,000.
1940 - 1941	-	C. 8,000

Very truly yours,
(Sgd) John D. Ferrell.

President Henry J. Body
University of Toronto
Toronto, Canada.

The Secretary was directed to convey to the Foundation the very cordial thanks of the Board for its further support to the School of Nursing.

From Messrs. Lazier & Lazier, Solicitors for the Executors of the Estate of the late Robert Ernest Augustus Land, as follows:-

28 James Street, South
Hamilton, Ont.

Jan. 11th 1939.

" The President,
University of Toronto,
Toronto, Ont.

Rockefeller Foundation
Grant to School of
Nursing

Re Robert Ernest Augustus Land Est.

Dear Sir:

Mrs. Caroline W. Land, the widow of the above-mentioned decedent, died on the 30th December 1938. She was in receipt of an annuity from this estate which ceases on her death. The estate amounts to something over \$125,000.00 which is invested in bonds and first mortgages on residential properties in the cities of Hamilton and Toronto. The decedent provided for a certain Charitable Scheme to be carried out and further stated that if it should be decided that this Scheme was inoperative that then the estate should be given to the University of Toronto for the purposes of medical and surgical research.

I am enclosing a notarial copy of the will and codicil of this decedent. The paragraphs that deal with the Charitable Scheme and the possible interest of the University of Toronto are paragraph 13 of the codicil (which takes the place of 12 of the will) and paragraphs 14 and 15 of the will. There might be two reasons why the Courts would hold that the Charitable Scheme propounded in paragraph 14 might be held to be inoperative. Firstly, if it is not a good Charitable Scheme it will offend the rule against perpetuities; secondly, it might be held to be contrary to the provisions of The Accumulations Act as the period fixed for accumulating the income will be longer than twenty-one years from the death of the decedent.

I have written to the Public Trustee and suggested that it might be advisable for myself, as solicitor for the executors, and for the solicitor for the University to attend him and discuss what procedure the executors should adopt.

I would be very glad if you would have this letter brought to the attention of your solicitor and have him write to me.

I am

Yours very truly
(Sgd) H. J. Lajur

✓ The Secretary was directed to instruct the University Solicitor to communicate with Messrs. Lajur & Lajur with a view to attending the Public Trustee, and to make a subsequent report on the matter.

R. E. A Land
Estate

Massey Harris Co
Bonds

From the Canadian Bank of Commerce regarding the exchange of \$1,000 Massey-Harris Company Limited 5% Sinking Fund Gold Debenture, due 15th October, 1947, at present held on account of the Leonard Bequest, for \$1,000 Massey-Harris Company Limited Trust (Closed) Mortgage 4 1/4% Bond, due 1st March, 1954.

Upon motion of Mr. Osler, seconded by Mr. F. E. Donnell, it was resolved that authority be given for such exchange and for the signing of any necessary documents regarding the transaction.

In this connection Dr. Russell requested that he be recorded as not voting

Donation towards
purchase of electrocardiograph in Pharmacology

From Professor V. E. Henderson of the Department of Pharmacology transmitting a cheque for \$300, which he stated had been received from the Ohio Chemical Company for advice and services in connection with tests of some specimens of cyclopropane, and requesting that this sum be applied on the purchase of an electrocardiograph to cost \$685., the balance to be met from the amount now available in the vote for "Apparatus" in his department. The Board expressed their appreciation of Professor Henderson's action in this matter and authorized the purchase of the instrument.

General liability
insurance - Arena, etc.

From the University of Toronto Athletic Association regarding the taking out of a policy for general liability insurance to protect the University from claims for damages arising as the result of accidents at the Arena and outdoor rink, and asking that the application forms as submitted for such insurance be signed on behalf of the Board.

It was moved by Dr. Russell, seconded by Dr. Gibson, and resolved that the executive officers of the Board be given authority to sign these forms.

Report Number 209 of the Property Committee was read as follows:-

The Property Committee begs to report to the Board of Governors:-

Death of caretaker of
Electrical Bldg.

1. Your Committee has received a recommendation from the Superintendent, that in view of the death on 14th December last of Frank Hitchcock, caretaker of the Electrical building, the appropriation for his salary from 1st January to 30th June, 1939, be added to the vote for cleaning in this building to take care of temporary

assistance until the end of the present financial year. Your Committee concurs in this recommendation.

2. Regarding the signing of an application to the Hydro-Electric Power Commission of Ontario for electric service at the Survey Camp, Gull Lake, authorized by the Board on 28th April last, the Superintendent now reports that the line has been completed and that the location is satisfactory to his office and to Professor Treadgold. Your Committee recommends that authority be given to execute the necessary documents covering an easement for this pole line.

Electric service
at Survey Camp.
Gull Lake

3. Your Committee has again taken up for consideration the question of accommodation for the Canadian Officers' Training Corps and the Department of Military Studies. The Superintendent reports that after a survey of a reasonably convenient area the only possible available accommodation which would be satisfactory appears to be the property known as Number 119 St. George Street. The owner, Mrs. Irving Robertson, is prepared to accept \$30,000 for the same, and.

Repurchase of
119 St. George St.
for use by C.O.T.C.
and Military Studies

It was moved by Hon. Dr. Bruce,
Seconded by Dr. Bruce Macdonald,
And Resolved,

That the Committee recommends that the above-mentioned property be purchased for the sum of Thirty Thousand Dollars (\$30,000) providing that there are no restrictions on the property which would interfere with any use which the University might wish to make of it, and that the cost be met out of the Whitney Bequest.

4. Following the decision of the Board at its meeting on 22nd December last to grant to Francis J. Scott and others a frontage license on College Street for the sum of \$1,000, the applicants have requested that they be allowed to pay this amount by instalments at the rate of \$25 a month. Your Committee recommends that this request be not granted.

Applic. for
frontage license
College Street

All of which is respectfully submitted

(Sgd.) John F. Gibson
Chairman

10th January, 1939.

✓ Upon motion of Dr. Gibson, seconded by Hon. Dr. Bruce, the foregoing report was approved and adopted, subject to a formal valuation being obtained in connection with the proposed purchase of Number 119 St. George Street.

Report No. 26 of the Insulin Committee was read as follows: -

29th December, 1938.

Report of the Insulin Committee to the Board of Governors,
University of Toronto:-

Whereas the surplus in the funds of your Insulin Committee as at 30th July, 1938, amounted in all, to \$159,525.17 (as shown in the attached - Balance Sheet) -

And Whereas this surplus requires to be dealt with pursuant to agreements between the Governors and Frederick Grant Banting, Charles Herbert Best and James Bertram Collip -

And Whereas, with the assent of the Governors on the one hand and Doctors Collip, Best and Banting on the other, your Insulin Committee has arranged that, in the division of such a surplus, the sum of \$10,000. be withheld to remain as an Operating Balance in the funds of the Committee -

Your Insulin Committee has now to request that the sum of \$149,525.17 (i.e. the above-mentioned surplus of \$159,525.17 less \$10,000.) be dealt with as follows, to wit:-

1. That a one-half portion of this \$149,525.17 i.e. \$74,762.59, be paid into the Insulin Committee Trust Fund which is held by the Bursar; and that interest allowed on this fund, so augmented, be at such rate as may be determined by the Board of Governors.
2. That one-third of the second half-portion of \$149,525.17, i.e. \$24,920.86, be held by the Bursar subject to withdrawal upon requisitions from time to time by Sir Frederick Banting for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.
3. That the sum of \$24,920.86 be held by the Bursar subject to withdrawal upon requisitions from time to time by Dr. C. H. Best for the purposes of medical research being carried out in the University of Toronto by him personally or under his direction.
4. That the sum of \$24,920.86 be paid, for the purposes of medical research, to McGill University, to which Dr. J. B. Collip was attached, and in which he was actively employed in research work, for the duration of the twelve months between 1st August, 1937 and 31st July, 1938.

5. That if for any reason the whole or any part of the sums set aside for Sir Frederick Banting and for Dr. Best be not called upon as provided hereinabove, the disposal of the balance or balances be dealt with by the Board of Governors.

All of which is respectfully submitted.

(Sgd.) H. J. Gedy for Chairman

(Sgd.) J. Lorne Hutchison
Executive Secretary

Report of Insulin
Committee

✓ Upon motion of Mr. Mc Donnell, seconded by Mr. Kelly, the foregoing report was approved, and the matter of the rate of interest to be allowed on the Insulin Committee Trust Fund was referred to the Finance Committee for consideration.

✓ Report of Banting Research Foundation There was presented the audited report and financial statement of the Banting Research Foundation for the year ended 30th September, 1938. It was moved by Mr. Mc Dougald, seconded by Mr. Kelly, that the report be accepted and approved. Carried.

✓ The Chairman reported that a meeting had been held on January 11th in the office of the Minister of Education to discuss the financial position of the University, at which the following were present:-

The Chairman of the Board.

The President

Dr. Russell

Mr. Osler

The Bursar

Meeting with Gov.^t
re financial position
of the University

Dr. Macdonald outlined the present situation to the Minister. Dr. Simpson then expressed the desire to have the Board appoint a Special Committee to enquire into the question of the increased cost of maintenance, with the view to seeking the co-operation of all interests concerned, in examining into any possible overlapping, and the increasing of revenue from sources other than Government grants. It was suggested that two representatives of University College and of each of the federated Colleges, together with the Deputy Minister of Education, confer with this Special Committee of the Board. Upon motion of Mr. Mc Carthy, seconded by Hon. H. T. Kelly, it was resolved that the Minister's suggestion be adopted. The following Committee was then appointed:-

The Chairman of the Board

The President

Dr. Gibson

Mr. Ross

Mr. Mc Donnell

Special Committee

✓ Payment of taxes
on certain city
properties

Regarding the letter from the Deputy Minister of Education (presented at a previous meeting), in which he suggested that the University consider paying taxes to the City of Toronto on certain properties owned by the University and not being used for educational purposes, the Board discussed this matter fully and it was decided that a deputation, consisting of Dr. Gibson and the other members of the Property Committee, should interview the Minister of Education at an early date.

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 8th December, 1938, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray Current Expenditure for the balance of the month of January and the first part of February. Ordered that an Accountable Warrant for Three Hundred Thousand Dollars (\$300,000) be issued to the Bursar.

Dr. D. Bruce Macdonald and J. Gordon Osler, Esq., were re-appointed as Trustees of the Toronto General Hospital for the statutory period of three years from 31st January, 1939.

The Bursar reported that by 15 January, 1939, there would be funds on hand for investment to the amount of approximately Sixty Thousand Dollars (\$60,000) and the matter was referred to the Finance Committee with power to act.

The meeting adjourned at 5.30 p.m.

Minutes confirmed
Jan. 26th 1939

D. Bruce Macdonald
Chairman

*indented
16 B*

*Funds on hand
for investment*

Trustees of T.G.H.

Current Expenditure

Minutes of meeting of the Board of Governors held in the Board Room
Simcoe Hall, on Thursday, 26th January, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald,	The President
The Chancellor	Mr. Mc Donnell
Dr. Gibson	Mr. Young
Mr. Mc Dougald	Mr. Rogers
Mr. Neilly	Hon. H. T. Kelly
Hon. Dr. Bruce	Dr. Russell
Dr. Anderson	Chief Justice Rose
Sir Joseph Flavelle	

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Faculty of Arts:

Assistants in Department of Biology, for the Easter Term 1939

E. Winchester	-	\$150.	Mrs. Margaret Haist	-	\$105.
P. E. Elson	-	100	A. R. Hall	-	100.
Miss A. M. Ironside	-	80.	Miss R. Martin	-	70.
S. H. Chambers	-	50.	J. Spizizen	-	50.
Miss J. Burnham	-	40.	D. A. Fraser	-	40.
J. C. Hall	-	40.	R. Martin	-	40.
Miss G. Workman	-	40.	Miss H. Goulding	-	30.
J. S. Hart	-	30.	W. Sprules	-	30.

Faculty of Medicine:

Miss M. D. Sewell, Prosecutor-Artist (half-time).

Department of Anatomy, for 3 months from
1 January, 1939

- \$40 per mo.

Department of Physiology:

Miss H. J. Bell, Research Assistant, from 1 January
to 30 June 1939

- 70 " "

Technical Assistants:

Mrs. J. M. D. Williamson from 9 January to 30 June, 1939

- 13 per wk.

S. Mc Gracken, 23 January to 30 June, 1939

- 13 " "

J. C. Howard, 23 January to 30 June, 1939

- 12 " "

K. W. Kerns, Secretary, Department of Epidemiology and Biometrics, School of Hygiene, from 1 February to 31 December 1939 (vice R. L. Randall, on leave of absence)

- without salary

J. A. C. Bowen, Demonstrator, Department of Engineering Drawing, Faculty of Applied Science, from 10 January to 10 April, 1939

- \$500.

G. W. Mims, Assistant in the Library, Faculty of Dentistry, from 30 January to 17 June, 1939

- 140.

Authority was given for the establishment of an Evening Tutorial Class in Marketing under the direction of the Department of University Extension. The fee was fixed at \$3 per student and the following lecturers were appointed without remuneration but are to be reimbursed for their expenses according to the amounts set out below:-

Extension course in
Marketing

K. W. Taylor	- \$10.	Herbert Marshall	- \$30.
H. Laureys	- 40.	Walter Thompson	- 20.
D. R. G. Cowan	- 65.	Henry King	- 40.
J. E. Lattimer	- 40.		

H. R. Kemp, entertainment and organizing expenses - \$80.

Additional appropriations and transfers in funds were authorized as follows:-

Additional appropriation:

Department of Health Service - Women:

"Maintenance"

- \$50.

Transfers:

Amendments to
Estimates

Department of Anatomy:

From "General Supplies, equipment and incidentals"

To "Salaries of demonstrators and assistants" - 40.

Department of Athletics and Physical Training - Men:

From "Attendance records, etc."

To "Gymnasium appliances and repairs to equipment"

- 20.

The President presented correspondence transmitted by the Registrar regarding an application for a change in the conditions of award of the Mbukata Fund as laid down in the deed of gift executed by the late Mr. Mbukata and the Governors in February, 1923.

This application was signed by Mr. R. Hirai of Silks, Limited, who acted as Mr. Mbukata's representative on the Committee of Award before the latter's death, and by Mr. T. O. Mbukata, the eldest son and heir of the donor. Mr. Hirai states in a letter that he has just returned from Japan and is quite convinced that for some years to come there will be no Japanese students from Japan proper attending any Canadian or American Universities as the foreign exchange situation will make it impossible for the Japanese Government to grant permission to students to study outside Japan. With this in mind Mr. Hirai suggests that Section 4 Subsection (a) of the deed of gift, which reads as follows -

"To be eligible for assistance from this fund a student must be (a) a Japanese subject from Japan proper"

be amended to read -

"To be eligible for assistance from this fund a student must be (a) born of Japanese parents either in Japan or elsewhere".

The Board approved of this change being made, provided that in the opinion of the University Solicitor the signatures of the above mentioned persons to the agreement constitute sufficient authority for making the change.

The following donations were reported:-

From the Rockefeller Foundation appropriating the sum of One Hundred and Four Thousand Dollars (\$104,000) to the University for research in Psychiatry upon certain conditions as outlined in the Secretary's letter:-

January 24, 1939.

"My dear President Body:

I have the honor to inform you that at a meeting of the Executive Committee of the Rockefeller Foundation held January 20, 1939, action was taken appropriating up to Can. \$104,000 to the University of Toronto for research in psychiatry over the period January 1, 1939, to June 30, 1944, payments in any one of the first five years of the grant not to exceed Can. \$20,800, with the understanding that any balance remaining as of December 31, 1943, shall be available for use to June 30, 1944; this appropriation -

Rockefeller Foundation
Grant for research
in Psychiatry

to be conditional upon the provision by the Ministry of Health of the Province of Ontario of accommodation for at least twenty patients for special study and their care and maintenance at the Toronto Psychiatric Hospital.

It was the understanding of the meeting that the annual uses of the proposed grant would be approximately as follows:

Department of Medical Research	
Salaries	Can. \$6,000.
Animals	1,000.
Chemicals	500.
Apparatus and equipment	2,500.
Department of Psychiatry	
Salaries (academic; increments)	1,200.
(non-academic)	9,000.
Equipment and contingent	600.
	Can. \$20,800

Upon notification of the acceptance of the fulfilment of the condition of this grant, we shall be prepared to make quarterly payments, and we would ask that annual statements of receipts and expenditures be sent us. Under the terms of this appropriation, any unexpended balance as of June 30, 1944 reverts to the Foundation.

Very truly yours,
(Sgd.) Norma S. Thompson
Secretary

President H. J. Eady,
University of Toronto
Toronto, Canada.

The Board gratefully accepted this donation and the Secretary was instructed to convey to the Foundation their very cordial thanks for its continued interest in the work of the University of Toronto.

From Pi Lambda Phi Fraternity offering on behalf of Kappa Chapter an annual prize of Twenty-five Dollars (\$25) to be awarded to the student, male or female, leading the course in First Year Pass Arts, and stating that the Chapter wishes to hold in trust a sum of money for the purposes of this prize, the first award to be made in June, 1939. This offer was gratefully accepted and the matter referred to the Senate for settlement of the academic details.

Pi Lambda Phi
Fraternity Prize

✓
Arthur Cohen
Scholarship

From Mr. Arthur Cohen supplementing the scholarship which he and Mrs. Cohen established last year by giving an additional \$1,000 plus the sum of \$120. required to make up the award for this year. This was received with thanks and appreciation.

✓ Other communications were presented and dealt with as follows: -

Sir Bertram Windle
Estate

From the Solicitor requesting on behalf of the Executors of the Estate of the late Sir Bertram Windle that the sum of \$1,070.74, being compensation payable to the Trustees upon the last passing of accounts, be charged to the Capital of the Estate instead of against the revenue. Ordered that the Solicitor be informed that the Board will offer no objection to this being done.

✓
S.A.C. Loan Fund

From the Secretary-Treasurer of the Students Administrative Council requesting that a further sum of \$1,500. be appropriated from the Surplus Account of the Council for the purpose of making loans to students. Upon the recommendation of the President this request was granted.

✓
Report on needs of
the Univ.

From the Registrar transmitting a report of a Joint Committee of the Senate and the Alumni Federation regarding such needs of the University as would not normally be provided for in the annual estimates. A copy of this report was handed to each member present for his consideration.

Statutes of Senate

Also from the Registrar enclosing Statutes of Senate
Number 1414 - Respecting the Graduate's Scholarship in Law.
Number 1415 - Respecting the Association of Professional Engineers of the Province of Ontario
for approval. - These Statutes having been severally read were approved.

✓
Sir Robert Falconer
Lectureship

The President reported that arrangements had been completed, after consultation with Dr. Russell, for Earl Baldwin to give the first lecture in connection with the Sir Robert Falconer Lectureship. The Board approved of the President's action and congratulated him on securing such an outstanding figure for this occasion.

Report No. 210 of the Property Committee was read as follows and upon motion of Dr. Gibson was adopted: -

The Property Committee begs to report to the Board of Governors: -

1. As a result of the decision of the Board at its meeting held on the 12th instant, your Committee has obtained a formal valuation of the property Number 119 St. George Street. It has also considered the conditions embodied in the offer to purchase and now begs to report that the terms outlined therein are satisfactory to your Committee.

No 119 St. George St.

2. In connection with the matter referred to it by the Board, regarding the payment by the University to the City of an amount in lieu of taxes on certain properties owned by the University and not being used for educational purposes, your Committee begs to report that its members waited upon the Minister of Education on Wednesday, January 18th, at 3 p.m. After a full discussion of the matter it was suggested that endeavours be made to have a mutual agreement arrived at between the University and the City whereby an amount might be paid in lieu of taxes on the properties referred to. Your Committee therefore recommends that the above suggestion be concurred in.

Payment of taxes on certain City properties

All of which is respectfully submitted

(Sgd) John J. Gibson
Chairman

18th January 1939.

The Chairman and the Bursar were authorized to sign the form of proxy for the annual general meeting of the Toronto General Trusts Corporation to be held on 1st February, 1939.

Proxy re Tor. Gen. Trusts Corporation meeting

The Chairman brought up the question of additional assistance and possible reorganization in the Bursar's Office, and the matter was referred to the Finance Committee for consideration.

Additional assistance in the Bursar's Office

The meeting adjourned at 4.40 p.m.

Indeferred
in 3.

Minutes confirmed
Feb 9th 1939

James Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 9th February, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	
The Chancellor	Dr. Russell
Dr. Gibson	Chief Justice Rose
Mr. Mc Donnell	Mr. Kelly
Mr. Mc Dougald	Mr. Osler
Hon. Dr. Bruce	

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Proposed changes in conditions of award of Ubukata Fund arising out of the minutes the Bursar presented a letter from the University Solicitor stating that the Board would not have power to make the suggested change in the conditions of award laid down in the deed of gift of the late Mr. S. Ubukata, as there is no power in the deed to revoke or vary its terms and therefore the signatures of Mr. R. Hirai and Mr. T. O. Ubukata, the persons requesting the change, do not constitute sufficient legal authority.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

G. W. Spragge, Reader, Department of History,
Faculty of Arts for the Session 1938-39 - \$250.

Department of Medical Research - Banting:

From 1 February to 30 June 1939:

Miss C. Metrose, Research Technician	- \$90. per mo.
J. E. Chase	} Research Assistants
Miss M. L. Wilkinson	
	- 60 " "

Miss M. Barrett, Stenographer, part-time, Department of Engineering Drawing, Faculty of Applied Science, for one month from 6 February, 1939 - \$40.

St. George's School. (Institute of Child Study):
for the Session 1938-39:

Mrs. Eleanor R. Long, Special Lecturer	- \$ 200.
Miss H. Files, Assistant	- 100.
Miss H. W. Shepherd, Research Assistant, from 1 January to 30 June, 1939	- 800.

School of Nursing:

Lecturers for the Session 1938-39:

A. D. A. Mason, Oral Hygiene - 40.

E. G. Stogdill, Mental Hygiene - 100.

Lecturers at Refresher Course, January 23-28, 1939:

W. A. Scott - 40.

H. B. Van Wyck - 30.

The Appointment of Mrs. Margaret L. Kirkpatrick, as
Dietitian in St. George's School for Child Study
(vide Folio 212) was amended by making the
remuneration for the year 1938-39

- 300.

The following transfers in appropriations were made:-

President's Office:

From salary of stenographer
To "Supplies" - 300

Department of Political Science:

From "Assistance"
To "Office and Classroom Supplies" - 150.

Department of Engineering Drawing:

From "Instructors and Demonstrators"
To "Office Assistant" - 40.

Ontario College of Education:

From unexpended balances
To the budget of St. George's School for Child Study - 4,000.

From "Class Supplies"
To "Library Supplies" - 500.

Amendments to
Estimates

Leave of absence with full pay was granted for six months from 1st January 1940, to Professor T. J. Week, who is one of the outstanding Semitic scholars on this continent, and is a Trustee of the American School of Oriental Research. His work as a Semitic scholar is closely linked with the various expeditions which are sent to Palestine or Iraq to excavate the remains of ancient cities.

Leave of absence
to Prof T. J. Week

A great tribute has been paid to Professor Week's scholarship by the invitation which he desires to accept as annual professor of the American School of Oriental Research at Bagdad for next year and Director of the joint expedition of the Bagdad School and the University of Pennsylvania Museum at Tepe Gawra in northern Iraq to complete the excavations at Tepe Gawra which are now down to the neolithic level and hence are of very great importance since this period in Mesopotamian history is as yet practically unknown. His experience in this capacity will enrich his knowledge of his subject, keep him in touch with the latest discoveries, and increase his power as a teacher on his return.

Sick leave to

Miss J. Rathburn

Leave of absence with full pay was also granted to Miss Jeanette Rathburn of the Library staff, on account of illness, for three months from 1st February, 1939.

Other communications were presented and dealt with as follows:

From the President of the National Research Council at Ottawa enclosing an annual announcement regarding the post-graduate scholarships to be awarded by the Council during the academic year 1939-40, and in this connection the following letter from Professor E. J. Burton of the Department of Physics was read:

Toronto, February 8, 1939.

Dear Mr. President:

I have just received from Major-General McNaughton, President of the National Research Council, a copy of a letter that he has forwarded to the Presidents of Canadian Universities. In this letter the new policy with regard to Scholarships offered by the National Research Council is outlined. The Council is offering this year thirty Bursaries of the value of \$250. per annum, to students who are just graduating this year. They have attached as a condition of the holding of these Scholarships that the Universities, to which the students proceed to carry on their work, should consent

National Research
Council Scholarships

to remit the fees for the year. The main purpose of this arrangement is to encourage students, particularly in the small Universities, to remain a year for Graduate work in their own Universities, but, of course, it is quite open to the student to proceed to any other University.

From this you will see that in order for any graduate of the University of Toronto, or any other University in Canada, to take advantage of these Bursaries for next year, it would be necessary for the University authorities to consent to the remission of his fees.

As applications for the Bursaries must be in by March 1, it is necessary that the decision of the University should be made almost at once.

As an indication of the change in policy of the National Research Council with regard to Scholarships, I may quote that in 1938 they awarded:

27 Bursaries at \$550.00

17 Studentships at 650.00

1 Fellowship at 750.00

whereas in 1939 they are offering the following:

30 Bursaries at 250.00

30 Studentships at 650.00

4 Fellowships at 750.00

Sincerely yours

(Sgd.) E. J. Burton
Director

The Hon. Dr. H. J. Gody,
President,
University of Toronto.

Upon the President's recommendation that a trial for one year be given, it was decided to grant a remission of ^{tuition} fees to the amount of \$100.00, and it was moved by the Hon. Dr. Bruce, seconded by Dr. Gibson, that approval be given to this recommendation on condition that the number of awards be limited to ten.

From Principal Wallace transmitting the following recommendations of the Scholarship Committee of University College which have been approved by the Council:

Bursaries - Univ
College

- (1) (a) That Miss Flora Richards, a Brant County scholar, be allowed a remission of \$50.00 on her tuition fees.
- (b) That Mr. Leo Hayman who stood first in first class honours for three years in Oriental Languages be granted a bursary of \$62.50

Tracy Scholarship

- (2) That the conditions of award of the Tracy Scholarship in Ethics be amended to make it open to Pass Course students who elect Ethics as a subject throughout their course.

J. S. McLean
Scholarship

- (3) That the appointments to the J. S. McLean Fellowship be limited to one year.

Upon the recommendation of the President, the Board approved of the foregoing.

Josiah Macy, Jr.
Foundation Grant

From Dr. G. E. Hall transmitting copy of a letter which he had received from Mr. Lawrence K. Frank, Vice-President of the Josiah Macy Jr. Foundation, New York, in which the Foundation offer a grant of Thirty-six Hundred Dollars (\$3,600) to the Department of Medical Research - Banting in continued support of investigations on neurogenic and hormonal influences upon the cardio-vascular system. Dr. Hall states that it is the Foundation's desire that this grant should in no manner be considered as a renewal of the grant made to the University last year. The offer was gratefully accepted and the Secretary was directed to convey to the Foundation the very cordial thanks of the Board for its generosity.

R. E. A. Land Estate

From the University Solicitor in connection with the Will of the late R. E. A. Land, under the terms of which the University is a beneficiary providing the conditions regarding a specific charitable scheme mentioned in the Will are inoperative. The Solicitor stated that as instructed he had attended a conference with the Deputy Public Trustee, the Executors, and their solicitors, to discuss the legality of the scheme and that the Trustees felt that they could not safely proceed with the administration without obtaining the advice and direction of the Court. He asked for the instructions of the Board as to what further action he should take. The Secretary was directed to request the Solicitor to attend and assist the Court when

this matter is submitted by the Trustees, but to advise him that it is not the University's desire to frustrate the intention of the testator.

From Professor John Alford requesting that the following laboratory supply fees be approved in connection with the Department of Fine Art: -

<u>Pass Course:</u>	First year	-	\$ 2.00
<u>Fine Art:</u>	First year	-	2.00
	Second year	-	2.00
	Third year	-	8.00
	Fourth year	-	15.00

Laboratory Supply
fee - Fine Art

Professor Alford stated that no charges are suggested for the second and third years of the Pass Course since there will be no practical work in those years while the B course remains in abeyance; also, that the fees of \$8 in the third year, and \$15 in the fourth year, would be required only from those students who took the practical options in those years, viz: Fine Art, 3k, 3l, Fine Art, 4e, 4f, respectively, in the current calendar. Upon the recommendation of the President it was ordered that the above fees be instituted, effective with the opening of the Session 1939-40.

Hart House fee

After discussing with the Bursar, the Registrar, and the Warden of Hart House the question of the penalty of \$2 now in force for late payment of the Hart House fee, the President recommended that the present date for payment, viz: November 15th, be cancelled, and that the fee be considered to be due and payable upon the respective dates specified for payment of tuition fees in each particular faculty in which the student is enrolled, viz:

Medicine	-	October 10th
Applied Science	-	October 15th
Arts	-	October 20th
Dentistry and Forestry	-	October 25th

also, that whatever fees are not paid by the above dates would fall under the general fee of \$1 a month as penalty. The Board approved of the above changes, effective with the opening of the Session 1939-40

Insurance

The Bursar reported that he had received a letter from Mr. R. E. Gooch, the agent for an insurance policy in the Dominion Fire Insurance Company covering the boiler house in the rear of the Royal Ontario Museum. This policy was included in the General Schedule when it was revised in March, 1938. Mr. Gooch stated that he was given to understand that this particular policy, which expires 14th February, 1939, would be renewed through him, although Irish & Paulson were under the impression that they were to handle the business. In view of the fact that there will not be a meeting of the Property Committee before the expiry date of this policy, the Board decided to renew it through the present agent and company, but ordered that any placements up to the renewal of the General Schedule at 1st January, 1940, be handled through Irish & Paulson.

S.A.C. Report.

A report on the audit of the books of the Students' Administrative Council for the six months ending 31 December, 1938, was presented and laid on the table.

119 St. George St.

In connection with the recent purchase of 119 St. George Street, a report was presented from the Superintendent regarding certain fixtures owned by the tenant which can be acquired at a cost of \$215.00, and recommending that the same be taken over. The Board approved of this recommendation.

Report No 132 of the Finance Committee was read and, subject to certain amendments which were moved by the Chancellor and seconded by Hon. Dr. Bruce, was approved as follows:—

The Finance Committee begs to report to the Board of Governors:—

1. There has been brought to the attention of your Committee the fact that in connection with the Will of the late John T. White, under the terms of which the residue of the Estate is to be divided equally between the University of Toronto and the Canadian Red Cross Society, a claim of \$8,820 has been made by Mrs Aurora O'Neill for nursing services and looking after and maintaining the home of the deceased for some years prior to Mr. White's death. In view of the fact that the other beneficiary, together with the National Trust Company, Executors of the Estate, feel that this claim should be paid, your Committee recommends that no objection be offered on the part of the University.

John T. White Est.

Payment of special
Legislative Grant

2. At a recent conference held between representatives of the Board and the Minister of Education, the Bursar brought up the question of consideration being given by the Government to payment of the Special Grant by the Legislature to the University at certain intervals, and Dr. Simpson asked if quarterly payments would assist us. Your Committee has considered this matter and now recommends to the Board that a formal request be made to the Government for the payment of this grant in quarterly instalments.

Investments

3. Your Committee has considered the question of the investment of approximately \$150,000 referred to it by the Board, and after going over the offerings of various bond houses begs to recommend the purchase of the following securities:-

\$125,000 Province of Ontario 3% Bonds, due 1 November, 1947-50,
@ $99\frac{3}{4}$, to yield approximately 3.03%
25,000 Province of Ontario 3% Bonds, due 15 December, 1945-49,
@ $99\frac{7}{8}$, to yield approximately 3.02%

4. Your Committee took up for consideration the question of re-organization in the Bursar's Office made necessary by the retirement of Dr. Moure, and the absence of Miss A. M. Gall who has been on sick leave since 13th June, 1938, and who prior to that date had been a valued member of the staff for the past 34 years. Your Committee now begs to submit the following recommendations:-

Honoraria to
members of staff, Bursar's
Office

(1) That honoraria be paid to two senior members of the Secretarial Branch, viz: Miss M. Burns, \$150., and Miss M. Austin, \$100., in recognition of increased services being performed by them during Miss Gall's absence.

Amendments to
Estimates

(2) That authority be given the Bursar to transfer the unexpended balance remaining in his Salaries appropriation, viz: \$3,927., to the vote for "Clerical Assistance" in order to provide for the appointment of a senior assistant and for the continued employment to 30th June next of those already on the staff, together with additional assistance which may be necessary to that date. No expenditure out of the said amount of \$3,927 is to be made unless authorized by the Board.

(3) That a vote of an additional \$1,000 be granted to "Office Supplies" for replacements and new equipment, the details of which have been approved by your Committee.

All of which is respectfully submitted

(Sgd)

J. G. Osler

Chairman

7th February, 1939.

Conference with
Auditor re Trust
Funds.

In connection with the Finance Committee's report of 6 December, 1938, in which it was suggested that a conference be held between the members of the Committee and the University auditors, Mr Osler reported that he had taken this matter up with the auditors and that a conference would be arranged in the near future.

Connaught Lab.
Investments

The question of authority for the making of investments by the Connaught Laboratories, and the advisability of the same, was referred to the Finance Committee for consideration.

Proxy re St. Lawrence
Corp. meeting.

The Chairman and the Purser were authorized to sign the form of proxy for the Annual General Meeting of the St. Lawrence Corporation Limited to be held on 27th February, 1939.

Indefatigable
m.B.

The meeting adjourned at 5.30 p.m.

Minutes confirmed
Feb. 23rd 1939

Harold Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 23rd February, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)
 The Chancellor Dr. Gibson
 Mr. Osler Mr. McDougald
 Mr. Kelly

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed

Arising out of the minutes and in accordance with the decision of the Board, the Bursar reported that the following securities had been purchased: -

Investments

125,000 Province of Ontario 3% Bonds, due 1 November, 1947-50,
 @ $99\frac{3}{4}$, to yield approximately 3.03%.
 25,000 Province of Ontario 3% Bonds, due 15 December, 1945-49
 @ $99\frac{7}{8}$, to yield approximately 3.02%

Also arising out of the minutes authority was given to the Bursar for the continuation of the payment of the following persons in his office to the 30th of June next out of the sum of \$3,927, approval for the transfer of which was given at the last meeting: -

	Name	Rate per week	Amount to be paid to 30th June
Authority for additional assistance Bursar's Office	Accounts Branch:		
	H. Pouwels	\$ 22.00	\$ 414.33
	H. E. McBride	22.00	414.33
	Miss J. Derry	16.00	301.33
	Edward Deverly	10.00	188.33
	Secretarial Branch:		
	Miss E. Link	17.00	320.16
	Miss H. Handy	16.00	301.33
	Girls Branch:		
	Mrs. J. Mc Cormick	18.00	339.00
		\$ 121.00	\$ 2,278.81
	Balance in account (after pay of February 20 th)		131.76
	Amount needed to complete above payments to 30th June 1939		<u>2,147.05</u>

The following appointments were made upon the recommendation of the President, and the salaries were fixed at the amounts set opposite the respective names: -

University Extension and Publicity:

Short Courses:

Canadian Association of Social Workers

Special Assistance

\$50.

Evening Tutorial Classes:

Mrs Julia Murphy - Dramatic Art

100.

Grant Dexter - International Affairs

10.

J. A. Jones - to provide for caretakers

10.

Authority was given for the establishment of another Refresher Course in Social Base Work under the direction of the Department of University Extension and Publicity, and in co-operation with the Department of Social Science. The fee was fixed at \$15 except in the cases of some of the supervisors in Social Service agencies, whose names are to be supplied by the head of the Department of Social Science, when the fee is to be \$10.

The following lecturer was appointed in connection with this course:

Mrs. Margaret Millar

Lecturer

\$250.

Family Welfare Association

Travelling expenses

50.

413 St. Paul Place, Baltimore, Maryland, U.S.A.

(Estimated)

300.

Upon the recommendation of the President the following fees were approved: -

School of Graduate Studies

The tuition fees to be \$100. for the Session 1939-40.

Faculty of Arts:

Paragraph 4 of the fees section, page 202 of the current Arts calendar is to be changed as follows in order to cover the cases of certain persons taking special instruction but who are unable to enrol as occasional students: -

(a) Line 1, after "Faculty of Arts" insert -
"and in attendance upon regular classes"

(b) Before the heading "Examination Fees" insert -

"An occasional student not in attendance upon regular classes will be required to pay such fees as may be determined after consultation with the department or departments concerned."

The fee to be prescribed in such cases is to be in proportion to the number of hours of instruction given to the student, and will be based upon the general sessional fee of \$25. for a course of three hours.

Also upon the recommendation of the President the following Committee of Award for the McCharles Prize was appointed:-

Committee of Award
for the McCharles Prize

Dean C. H. Mitchell (Chairman)

Bahner Kelly, Esq.

Professor G. A. Guess

Dean Clark, Queens University

Professor Ellis Thomson, as the expert in Mineralogy

Professor H. W. Price, " " Electricity

Professor E. J. Burton, " " Physics

Reported utterance
by Univ. Professor
re British Empire

The Chairman presented letters, together with newspaper clippings, which had been sent to him by E. J. Springett, Dominion Commissioner, British-Israel-World Federation (Canada) and by R. H. Richardson, General Secretary, The British Empire Association of Canada, with reference to the reported utterance of a University Professor regarding the British Empire. The Board felt that the Chairman might acknowledge these letters and inform the correspondents that the name of the Professor concerned had not been obtained but that the Governors had the matter under attention and would deal with it when sufficient information was available.

Other communications were presented and dealt with as follows:-

From the Director of University Extension and Publicity outlining the conditions for the establishment of the Mount Sinai Masonic Lodge Silver Jubilee Loan Fund as follows:-

"The President
University of Toronto:

Dear Mr. President:

I have to-day transmitted to the Bursar a cheque for Two Thousand Dollars (\$2,000) which was handed to me last evening at a meeting of Mount Sinai Lodge No. 522, A. F. & A. M., G. R. C. This Lodge adopted this method of marking the Twenty-Fifth Anniversary of its establishment.

The suggestions made by the donors of this gift are as follows:

1. That this money be used as a loan fund for the assistance of students in the courses in Occupational Therapy, in Physiotherapy, and in Medicine who have taken a good standing on the completion of

Mount Sinai Masonic
Lodge Silver Jubilee
Loan Fund.

the first year and have entered upon the work of the second year.

2. That loans be made to such students, without interest, and that the amounts, as a rule, do not exceed One Hundred and Twenty-Three Dollars (\$125.).

3. That loans be made on the recommendation of the Director of University Extension and the Assistant Dean of the Faculty of Medicine.

4. That the President of the University be given power to vary the details of this award at any time if, in his discretion, changing conditions make such variations desirable; provided always that the main purpose of the fund is fulfilled.

5. That the fund be known as the Mount Sinai Masonic Lodge Silver Jubilee Loan Fund and that it be a permanent memorial in the University of Toronto of Mount Sinai Masonic Lodge.

The officers and members of Mount Sinai Lodge No. 522, A.F. & A.M., G.R.C., express the hope that the Board of Governors of the University of Toronto will graciously accept this gift which is tendered as an evidence of respect and appreciation for the work being done by the University of Toronto.

Faithfully yours.

(Sgd) W. J. Dunlop.

February 15, 1939.

The Board gratefully accepted this donation and directed that an acknowledgment be sent conveying their very cordial thanks and appreciation.

From Professor E. J. Dutton of the Department of Physics reporting the receipt of a further sum of Fifteen Hundred Dollars (\$1,500) from Mr. Joseph Errington of the Sterola Exploration Company Limited, to assist in carrying on geophysical investigations by Dr. Grant and his party at Steep Rock Lake. This contribution was greatly appreciated and authority was granted to use this amount during the current academic year for the work now in progress. At the request of Professor Dutton it was credited to the Sir John McLennan Research Fund.

Sterola Exploration Co. Ltd., contribution to work in Geophysics.

From the Registrar transmitting a recommendation of the Senate, as follows:-

February 20th, 1939

"The Cursar,
University of Toronto:

Dear Sir:

Scholastic Aptitude
Test, Faculty of
Medicine.

At a meeting of the Senate held on February 10th a recommendation was received from the Council of the Faculty of Medicine that the Scholastic Aptitude Test upon which First Year students were required to write in 1937 and again in 1938 be continued for four more sessions. The purpose of this is to permit the students to graduate who took the first test in 1937. The Council will then have an opportunity of comparing their complete undergraduate records with the results of the test.

The Senate concurred in this recommendation, and forwards it for the approval of the Governors.

Yours very truly,

(Sgd.) A. D. Jennell
Registrar.

This recommendation was adopted subject to the President's approval.

Univ. Coll. Men's
Residence

Dr. Gibson presented an outline of the efforts being made by the graduates of University College to provide a residence for men of the College, and the following motion was then adopted:-

Moved by Dr. Gibson,

Second by Mr. Mc Dougald.

That the Board approve of the proposed erection of a residence for men students in University College, and desire to convey their best wishes for the success of the project.

Protection of Univ.
securities held by
Can. Bank of Commerce

The Chancellor brought up the question of protection of University securities being held by the Canadian Bank of Commerce for safekeeping and collection, and the Secretary was instructed to write the University Solicitor in order to ascertain what the legal position of the University was in this connection and what liability the Bank would have in the event of any shortage.

Indeavour

The meeting adjourned at 4.50 p.m.

Minutes confirmed
Mar. 9th 1939

Francis Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 9th March, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	The President
The Chancellor	Mr. Neilby
Dr. Russell	Chief Justice Rose
Mr. Young	Mr. Oster
Mr. & Mrs. Dougald	Hon. H. T. Kelly
Mr. & Mrs. Donnell	
Hon. Dr. Bruce	

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes the Bursar presented a letter from the University Solicitor regarding the protection of University securities held by the Canadian Bank of Commerce for safe-keeping and collection, in which he states as follows: -

"In my opinion the letter signed by the President and Secretary of the Bank under its seal sufficiently protects the University against the loss of securities lodged with the Bank to the extent of one million dollars. Under the agreement I think the Bank would be bound to reimburse the University for any loss sustained up to the amount of one million dollars by reason of the loss from any cause of the securities held by the Bank during the period of one year mentioned in the letter. The measure of their liability would, I think, be the actual loss to the University if on demand being made by the University for the delivery of the securities or part of them at any time the Bank failed to make delivery."

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

Protection of Univ.
securities held by
Can. Bank of Commerce

Faculty of Medicine:

Psychiatric Research:

From 1 February 1939 for one year:

E. H. McGuire, Chief of Staff - \$300.

W. L. Easton, Medical Adviser in charge of Research Wards - 300.

Miss Helen Alger, Social Worker - 1,300.

From 1 March, 1939 for one year:

C. R. Myers, in charge of Psychological Investigation - 100.

Miss Katherine Robb, Occupationalist 1,300.

Miss Louise Gillespie, Stenographer 825.

Special Research:

Medical Research - Banting:

R. Levens, Animal Assistant, part-time,
from 1 March to 30 June, 1939 - 35 per mo.

University Extension and Publicity:

Workers' Educational Association:

Appointments made under date of 24 November, 1938.

(vide Folio 259) were amended as follows:

(1) Ross Winter } Appointments cancelled
M. K. Inman } for the second term.

(2) The following additional appointments are made:

Canadian Problems:

J. C. Cameron - \$20. J. L. McDougall - \$20.

J. A. Knox - 20. J. A. Corby - 20.

J. O. Watts - 10. A. E. Prince - 10.

A. M. Doyle - 10.

Eric W. Morse, Current History - 100.

C. A. Curtis, Marketing, Evening Tutorial Classes (Expenses) - 20.85

The appointment of L. E. Strembala as half-time Demonstrator in the Department of Chemical Engineering (vide Folio 229) was amended by making him a full time Demonstrator from 15th March for the balance of the Session 1938-39 with remuneration for the year 1938-39 - \$607

Amendments to
Estimates

Leave of absence with full salary was granted to Professor H. W. Price of the Department of Electrical Engineering for the remainder of the present Session, 1938-39, on the understanding that his work will be carried on by the other members of the staff of the department without incurring any extra expenditure. Authority was also given for Professor A. R. Zimmer to assume any necessary administrative duties and sign requisitions, etc., in the absence

Leave of absence to
Prof. H. W. Price

of Professor Price.

Leave of absence to
Prof. R. S. Knox

Leave of absence with full salary was also granted to Professor R. S. Knox of the Department of English for the Easter Term of the Session 1939-40, on the understanding that arrangements will be made within the department to distribute Professor Knox's work during his absence.

The President presented the following recommendations which were contained in the material passed by the University Committee on Child Study on April 29th, 1938, of which complete approval had not been given previously pending the authority of the Minister of Education for a transfer of \$4,000. from the Ontario College of Education in order to take care of the expenditures of the Institute of Child Study for the current year 1938-39:—

First: that the present Committee, appointed by the Board of Governors to administer the St. George's School for Child Study, be asked to resign:

Secondly: that the Board of Governors organize the present School as an "Institute of Child Study" under the direction of a Council appointed by the Board of Governors. This recommendation is made because the Committee feel that as a separate entity the services of the staff of St. George's School could be made more readily available to the various Faculties and Departments on the campus whose interests impinge on child development.

Thirdly: that the following members of the Staff of the University be appointed as members of the Council:

College of Education:

Dean J. G. Althouse

Dr. P. Sandiford

Department of Psychology:

Professor E. A. Bolt

Department of Social Science:

Dr. A. E. Grauer

Department of Household Science:

Dr. Jessie B. Brodie

Faculty of Medicine:

Asst. Dean E. S. Ryerson

Director of Institute:

Dr. W. E. Blatz

The President - ex officio

Dr. H. J. Gody

The Committee passed this resolution after careful consideration and upon the following grounds:

1. That this Institute is the only laboratory for Child Study in Canada and has to date contributed significantly to the understanding of the young child.
2. That it is the only School in Canada where teachers of young children can obtain education in this field.

Institute of
Child Study

3. That it is the only centre from which the theory and technique of parental education can be studied and presented. The significance of this body of data for teachers in the public school system is becoming more and more apparent.
4. That teaching in the field of child care is becoming more and more in demand in the public and private services in social work.

The present activities of the School are briefly enunciated:

Normal courses in the University are being given in the following departments:

Faculty of Household Science

Department of Social Science

Department of Psychology

Department of University Extension and Publicity (Occupational Therapy)

School of Nursing

Faculty of Medicine - Department of Psychiatry (graduate internes)

In the Graduate School to date there have been graduated 45

M.A. students and one Ph.D. The following graduates are working in the field of Child Study in the community:

9 in government services

7 in nursery school and kindergarten positions.

2 principals - private schools

3 in personal advisory work.

1 in social welfare

67 students completed the course for Professional Leaders in Parent Education. In this field, through the work that has been done in the School in the teaching of leaders at the present time, 60 groups have been conducted during 1937-38. The attendance at these groups in the past year has been in the neighborhood of two thousand.

Publications:

Books - 5

Studies in Child Development Series - 10

Articles pamphlets etc. - 49

Unpublished theses - 46

Total 110

Budget 1938 - 1939.

Expenditure

Income

Staff

Dr. W. E. Blatz	Dir.	\$2,500 part	School fees	\$1,920.
Miss M. Poppleton	Secy	1,600.	Extension	400.
Mrs. M. Chant	Instr.	800. part	Social Science	100.
Miss M. Fletcher	Princ.	1,300.	Occup. Ther. (Ext.)	200.
Mrs. D. Millichamp	Asst. Dir.	1,300. part	Special Fees	<u>480.</u>
Mrs. J. L. Johnson	Instr.	800. part		3,100.
Mrs. J. Gillies	Asst. Secy	900.	Rock. Found'n.	10,000.
Mrs. M. Shepperd	Instr.	800 part	University Grant	<u>5,000</u>
Mrs. A. Harris	N. S. Asst.	700		
Mrs. G. Kirkpatrick	Dict'n	200 part		
Mrs. G. Evans	Off. Asst	350. part		
Dr. K. S. Bernhardt	Instr.	700. part		
Mrs. J. Denison	Clk. Asst	200 part		
Mrs. M. M. Mason	N. S. Asst.	200 part		
Dr. G. V. Fisk	Dental Res.	150		
Students		<u>400</u>		
		\$12,900.		

Equipment and supply	2,600.
Attendants	1,450.
Printing	<u>150.</u>
	4,200.
Superintendent's Department	<u>1,000</u>
	<u>\$ 18,100</u>

\$18,100

Upon the recommendation of the President a bursary award of \$50. to R. W. James enrolled in the School of Graduate Studies, to be applied on his fees, was authorized.

Also upon the recommendation of the President authority was given for the payment of \$100. each to Dr. J. M. Anderson, Professor A. Pitt, and Dr. Elizabeth Cohen for extra services in the Department of Physics during the absence of Dr. A. A. Brant and Dr. A. R. Clark on two expeditions to the North in connection with the work in Geophysics; these payments to be made from the Sir John Mc Lennan Research Fund.

Bursary to R. W. James

Payment for extra services re Geophysics

In connection with the matter of the University paying an amount in lieu of taxes to the City of Toronto on the following properties:

Payment of amount in
lieu of taxes on certain
City properties.

1. The Ticken Estate property at the corner of Front and Scott Streets
2. The Yonge Street property occupied by Robert and Howard Morrow and Reilman's Inc.
3. The King Street property - being a parking lot occupied by Peter Thornhill
4. The Adelaide Street property, for which the University is assessed jointly with Mr. J. J. Carroll.
5. The property at 151 Bloor Street West.

The Chairman read the following letter from Dr. Duncan McArthur, Deputy Minister of Education, to which was attached

- (1) copy of a letter from Dr. McArthur to the City Solicitor, Toronto, dated February 21st, 1939
- (2) copy of a letter from C. M. Colquhoun, City Solicitor, to Dr. McArthur, dated February 27th, 1939.

Toronto, March 8th, 1939.

"Dear Sir,

I am directed by the Minister of Education to forward to you a copy of my letter to the City Solicitor of the City of Toronto, dated February 21st, 1939, and of the reply of the City Solicitor, dated February 27th. It is the wish of the Minister that these two letters should be regarded as constituting an agreement made on behalf of the Board of Governors of the University for the payment of taxes by the University on properties owned by the University but not used for educational purposes for a period of five years from 1938.

It is the opinion of the Minister that the fixing of an amount which may be regarded as satisfactory both by the University and by the City of Toronto is preferable to the procedure suggested at one time of attempting to determine a valuation of each separate parcel of property for the purposes of taxation, and, further, that the amount agreed upon is a reasonable amount.

I have the honour to be,

Your obedient servant,

(Sgd.) D. McArthur.

Deputy Minister of Education

Dr. D. Bruce Macdonald,
Chairman, Board of Governors,
University of Toronto
Toronto 5.

After some discussion of the contents of the letter,
Upon motion of Hon. Mr. Kelly,

Seconded by Chief Justice Rose,

It was resolved,

That the Board approve of the suggestion outlined by the Deputy Minister of Education, that a sum of Seventy-five Hundred Dollars (\$7,500) be paid annually to the City of Toronto in lieu of taxes on the following properties: -

1. The Ecken Estate property at the corner of Front and Scott Streets.
2. The Yonge Street property occupied by Robert and Howard Morrow and Reisman's Inc.
3. The King Street property - being a parking lot occupied by Peter Thornhill.
4. The Adelaide Street property, for which the University is assessed jointly with Mr. J. J. Carroll.
5. The property at 151 Bloor Street West.

the first payment to be made in 1938, with the reservation that should the University during the five-year period dispose of any of the property referred to, a reasonable reduction be made in the total amount to be paid in lieu of taxes.

In connection with the payments thus approved, the Bursar pointed out -

(1) that as the University had already paid \$5,068.43 for 1938 on the Yonge Street property it would be necessary to vote an additional sum of \$2,431.57 to make up the \$7,500 required;

(2) that in regard to the 1939 payment \$5,500 was at present in the Estimates and that it would be necessary to vote the sum of \$2,000 to complete the \$7,500 required for 1939.

It was then ordered that a supplementary amount of \$4,431.57 be voted in order to implement the agreement.

Other communications were presented and dealt with as follows: -

From the University Solicitor, in connection with the Estate of the late Miss Minnie Carson, informing the Board that after the distribution of certain bequests the University, which is named residuary legatee, would receive a mortgage on 289 Bissar Street in the name of Toller for \$2,200. and cash of approximately \$345.80 from which will likely be deducted unpaid taxes and penalties amounting to approximately \$150. In view of the fact that the Solicitor and the Bursar have verified the correctness of statements of receipts and disbursements, together with a list of assets, obtained from the Executors, the Board agreed to the acceptance of the above mortgage and cash as their interest in the Estate in order to avoid any additional expense which would be entailed in the passing of accounts.

Minnie Carson bequest

From Messrs. Anderson - MacBeth, 284-286 King Street West, requesting permission to instal a window or windows on the West side of their building overlooking the University property on King Street. The Board decided to grant this permission and to instruct the University Solicitor to draw up an agreement protecting the University against possible acquisition of rights by the owners of the building and subject to withdrawal of consent upon three months' notice at any time. The cost of the preparation of the document to be met by Messrs. Anderson - MacBeth, Limited.

From Miss A. W. Patterson, Secretary to President Body, in which she requested that the year's leave of absence on full salary granted to her on March 10th, 1938, by the Board, commence on November 1st, 1939; her pension thereby becoming operative on November 1st, 1940. Upon recommendation of the President the Board approved of the same.

From the Registrar transmitting for approval Statute of Senate No. 1417

Respecting certain amendments to the Calendar of the Faculty of Arts for the Session 1938-39.
This Statute having been read, was approved.

From Dean Mason outlining the following offers of scholarships and prizes in the Faculty of Dentistry, which were accepted with thanks and appreciation and referred to the Senate for settlement of the academic details:--

March 8, 1939

" Dr. H. J. Body, President.
University of Toronto.

Dear President Body:

At the meeting of the Council of this Faculty held on March 6th, 1939, it was recommended that the offer of the Webster-Seccombe Memorial Fund Committee to establish two scholarships be gratefully accepted, and that the conditions of award, as then passed, be adopted.

I accordingly enclose the recommended conditions of award for these Scholarships, and cheques, made payable to the Bursar, for the following amounts:

The Albert E. Webster Memorial Scholarship Fund	\$2,077.78
The Wallace Seccombe Memorial Scholarship Fund	2,008.78

It is probable that the Scholarship Funds will be augmented by a few further subscriptions.

It is hoped that it may be possible for the Board of Governors and the Senate to consider these proposals at their meetings this week.

Yours faithfully,
(Sgd.) Arnold D. Mason
Dean.

University of Toronto.
Statute

Passed

Respecting the Wallace Secombe Memorial Scholarship
By the Senate of the University of Toronto.

Be It Enacted:

That there be established in the Faculty of Dentistry a scholarship to be known as the Wallace Secombe Memorial Scholarship, the annual value of which will be the interest earned on the sum in that respect deposited with the Bursar by the Central Committee on the Webster-Secombe Memorial Fund.

That the holder shall be a member of the Fifth Year class who has completed the Fourth Year in the Faculty of Dentistry.

That the award shall be made to the student who, having successfully completed the annual examinations of the Fifth Year, shall obtain the highest standing in the subject of Preventive Dentistry.

That in the event of two or more students ranking for the scholarship, it shall be divided equally between them.

That should no award be made in any year, the amount not awarded shall be added to the principal.

That the scholarship shall be awarded upon the recommendation of the Faculty of Dentistry.

That payment of the scholarship shall be made at the time of the announcement of the award.

Statute

Passed

Respecting the Albert E. Webster Memorial Scholarship
By the Senate of the University of Toronto

Be It Enacted:

That there be established in the Faculty of Dentistry a scholarship to be known as the Albert E. Webster Memorial Scholarship, the annual value of which will be the interest on the sum in that respect deposited with the Bursar by the Central Committee of the Webster-Secombe Memorial Fund.

That the holder shall be a member of the Fifth Year class who has completed the Fourth Year in this Faculty.

Wallace Secombe
Mem. Schol.

Albert E. Webster
Mem. Scholarship

That the holder, having successfully completed the annual examinations of the Fifth Year, shall have obtained at least 66% of the marks given for the final written paper in the subject of Fifth Year Operative Dentistry, and shall have obtained the highest standing in clinical operative dentistry.

That in the event of two or more students ranking for the scholarship, it shall be divided equally between them.

That should no award be made in any year, the amount not awarded shall be added to the principal.

That the scholarship shall be awarded upon the recommendation of the Faculty of Dentistry.

That payment of the Scholarship shall be made at the time of the announcement of the award.

March 6, 1939

March 8, 1939.

Dr. H. J. Body, President
University of Toronto.

Dear President Body:

At the meeting of the Council of this Faculty held on February 7, 1939, it was recommended that the offer of the "Oral Health" magazine to present prizes for award this session be gratefully accepted.

At the meeting of Council held on March 6th, the conditions of award for the prizes in question were recommended.

I now enclose a cheque, payable to the Bursar, for \$300, to cover the following prizes:

The Wallace Secombe General Proficiency Prize	\$150.
The "Oral Health" Thesis Prize, #1	100.
The "Oral Health" Thesis Prize, #2	50.

and the conditions governing their award.

Since it is the donor's desire that these prizes should be awarded this session, we shall be grateful if they can be dealt with by the Board of Governors and the Senate this week.

Yours faithfully
(Sgd.)

Arnold D. Mason

Dean "

Oral Health Theses Prizes

Following the donation of two prizes for theses by "Oral Health", the conditions of award, as set out below, were adopted.

1. The prizes shall be known as the First and Second Oral Health Thesis Prizes, and shall be of the value of \$100 and \$50 respectively.
2. The winners shall be students in the Faculty of Dentistry who have successfully completed the examinations of the Fifth Year.
3. The awards shall be made upon a thesis which shall be based on laboratory or library research, and which shall be completed during the student's Fifth Year.
4. To be considered for the award, a thesis shall have obtained at least 75 marks in the annual examinations.
5. All theses thus eligible for consideration shall be appraised by a committee consisting of the Dean and four or more members of the staff of the Faculty of Dentistry, appointed by the Dean.
6. This committee may, at their own discretion, give the candidate's an oral examination.
7. Payment of the prize shall be made at the time of the announcement of the award.
8. Should no award be made in this session, the prize shall be available for award in session 1939-40, or in a subsequent session.
9. In the event of a tie, the amounts of the prizes shall be divided equally.

Conditions of Award for the Wallace Secombe Prize For General Proficiency

1. The prize shall be known as the Wallace Secombe Prize for General Proficiency, and shall be of the value of \$150.
2. The winner shall be a member of the Fifth Year class in the Faculty of Dentistry, who has regularly completed the Fourth Year of the course in this Faculty, who has successfully completed the annual examinations of the Fifth Year, and who has obtained an average of at least 66% of the total possible marks in the annual examinations of the Fifth Year.
3. The award shall be made upon General Proficiency based on academic standing, personality, athletic activities, and extra-curricular interests; a maximum of 50 points being awarded for academic standing, and a maximum of 50 points being awarded for personality, athletic activities and extra-curricular interests.
4. The students eligible for the prize shall be determined by a vote of the members of the Fifth Year class who completed the preceding year of the course in this Faculty. The vote shall be taken

Oral Health
Theses Prizes

Wallace Secombe
Prize for General
Proficiency

by secret ballot, without nomination. A ballot to be valid shall contain the names of five eligible members of the class.

5. The student so nominated by the votes of their fellows shall be appraised by a committee consisting of the Dean and four or more members of the staff of the Faculty of Dentistry, appointed by the Dean.

6. In the event of two or more students being considered to have equal standing so far as the prize is concerned, the prize shall be divided equally between them.

7. Should no award be made in this session, the prize shall be available for award in session 1939-40, or in a subsequent session.

8. Payment of the prize shall be made at the time of the announcement of the award.

March 6, 1939.

From Dean Althouse transmitting a cheque for Two Hundred and Fifty Dollars (\$250.) from Mr. George R. Smith, B.A., B.Ed., Ottawa, as follows: -

February 22, 1939.

"The Oarsar,
University of Toronto
Dear Mr. Hugginbottom:

I have pleasure in transmitting to the Board of Governors the enclosed cheque for \$250, a gift to the University from Mr. George R. Smith, B.A., B.Ed., of 188 Second Ave., Ottawa.

Mr. Smith, who is a member of the staff of the Ottawa Normal School, was a student in the Pedagogy course of the College of Education in the session 1930-31, and enjoyed a scholarship of \$500. As a token of his appreciation, he now desires to give "the sum of \$250. to be used by the University, through your College, to help other students in research work in education, as I have been helped"

It is suggested that this sum be awarded, on the recommendation of the College of Education, to the student in Pedagogy considered most worthy of consideration.

Yours very truly,
(Sgd.) J. G. Althouse.

The Board gratefully accepted this donation and adopted the suggestion of the Dean that the amount be awarded to a student in pedagogy most worthy of consideration.

Donation from Mr.
Geo. R. Smith re
Pedagogy, C.E.C.

Hart House balance
sheet

There was presented the audited balance sheet of Hart House for the year ended 30th June, 1938, which had been withheld for presentation to the Board of Governors for a considerable time in the hope that Dr. Rundle would be able to present it as Chairman of the Hart House Committee. The Board felt, however, that the matter should be dealt with as soon as possible, and Mr. D. J. McDougald was appointed Acting Chairman of this Committee in order to avoid any further delay.

Senior Assistant
in the Bursar's
Office.

In the matter referred to the Finance Committee in connection with the re-organization of the Bursar's Office following the appointment of Mr. Hugginbottom as Bursar, the Chairman of the Finance Committee, Mr. Osler, reported that he, the Chairman of the Board, and the Bursar had interviewed certain applicants for the position of a senior assistant; and recommended that Mr. G. L. Court, a graduate of this University in Commerce and Finance, 1935, and who recently passed his examinations for a Chartered Accountant, be taken on for a trial period to the 30th of June at a salary at the rate of \$2,000 per annum, and that if satisfactory his services be continued. The Board approved of this recommendation.

Estimates for
1939-40

In connection with the preparation of the University Estimates for 1939-40, the Board instructed the President to exercise rigid economy and emphasized that no additions should be made to the academic and teaching staff, and that increases in salaries for the same be avoided as far as possible.

Moved by the Rt. Hon. Sir Wm. Mulock, Chancellor of the University,
Seconded by the President of the University, Dr. H. J. Cody,
and resolved that

The Board of Governors place on record its sense of the deep loss sustained by the University and the country at large in the sudden death of Sir Joseph Wesley Flavelle, Baronet, LL.D.

Sir Joseph had played a great part in the business, industrial, commercial, and financial life of Canada and the Empire. During the Great War his work as Chairman of the Munitions Board was of vital importance to the successful prosecution of the struggle.

The University of Toronto, however, lies under special obligations of gratitude to him for his services as Chairman of the University Commission of 1905-6 in framing the present constitution of the University. He has been a member of this Board since its establishment in 1906 and has taken an active part in its deliberations and decisions for over thirty years.

He was long the Chairman of the Trustees of the

Resolution re
the late Sir Joseph
Flavelle

Toronto General Hospital, and under his leadership and munificence the new building was erected - one of the best equipped of modern hospitals - and arrangements were perfected whereby it became the teaching hospital of the Medical Faculty of this University. He was also a representative of the University on the Board of Trustees of the Royal Ontario Museum.

This Board recalls with thankfulness his wisdom in counsel, his grasp of University problems, his progressive policies, his combination of broad principles with accurate knowledge of details, and his constant and helpful generosity. Deep religious convictions underlay all his actions. In St. Paul's words he was "not slothful in business; fervent in spirit; serving the Lord". He will be keenly missed in this University and in all the institutions and movements, educational, philanthropic and religious into which he had thrown his energies.

The members of the Board pay their tribute of grateful respect to an outstanding man of affairs and to a loyal and helpful comrade.

Inserted
in 15

The meeting adjourned at 5.10 p.m.

Minutes confirmed
March 23rd, 1939

James Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 23rd March, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	
The President	Mr. Young
Mr. Kelly	Mr. Macdonald
Mr. Coler	Hon. Mr. T. Kelly
Mr. Macdonald	Chief Justice Rose
Hon. Dr. Bruce	

The Purser was present as Secretary. He arranged at the last meeting Mr. J. H. Gair, attended with the Secretary in order to become familiar with the procedure of the Board.

The minutes of the last meeting were read and confirmed.

There was read an Order-in-Council, 15th March, appointing the Honourable George Howard Ferguson, B.A., LL.B., K.C., P.C., a member of the Board, to fill the vacancy caused by the death of Sir Joseph Maule, Bart., for the remainder of the term for which Sir Joseph had been appointed viz: until June 30th 1942.

O.D.B.

Hon. G. Howard Ferguson

Arising out of the minutes the Purser reported that he had received a cheque for \$245.80, together with the Teller mortgage on 289 Lisgar Street for \$2,200, representing the University's share in the Estate of the late Mrs. Minnie Carson, which the Board decided to accept in order to avoid the expense entailed in the passing of accounts. Authority was given for the signing of a release to the Executors for any further claim in this connection.

Also arising out of the minutes there was presented a report of the Acting Chairman of the Hart House Committee as follows:-

Report on the Estimates for 1939-40

There is no great change in the estimates for 1939-40 from the estimated result of the operations for the current year 1938-1939. The estimated revenue and expenditure for 1939-1940 is based on the actual result for seven months and an estimated result for five months. The greatest difference is an estimated reduction of \$1,200 in membership fees for the year 1939-1940.

Hart House

The financial position shows a definite improvement over the previous year. On July 1st 1938, the balance of the loan from the Board of Governors on account of the kitchen alterations was \$2,000. During the present year, this principal sum has been repaid to the Board. In April 1938, the dining hall department was reorganised and Mrs W. Ransom appointed as Superintendent. During her administration, the quality of the meals has greatly improved and the operating result for the first seven months shows an improvement of approximately \$2,000.00. The whole situation with regard to this department is now favorable than it has been at any time in recent years.

The staff of all departments are working harmoniously in directing the various activities of the House.

(Sgd) W. J. McLaughlin

Acting Chairman, Hart House Committee

Toronto, March 22/39.

*
see insert below.

The following action was taken by the Board in connection with matters pertaining to Hart House generally:-

- (1) The above report of the Acting Chairman was read and received.
- (2) The Auditor's Report and Balance Sheet for the year ending 30th June, 1938, was accepted.
- (3) The Estimates of Hart House for 1939-40 were referred to the Finance Committee of the Board for consideration.
- (4) The proposed changes in the Constitution of Hart House were referred to the Chairman of the Board and the President for consideration and report.

* Auditors' Report 1937-1938

The auditors' report and balance sheet of Hart House for the year 1st July 1937 to 30th June 1938 shows an improvement of \$3,495.79 in the net current asset position over the previous year. The result of operations of the whole House for the year showed an operating profit of \$1,680.70, as against an operating loss of \$4,046.54 for the previous year. In general, the financial position of the House showed a distinct improvement over the previous year.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts opposite the respective names: -

Faculty of Medicine:

Department of Pathology and Bacteriology:

L. Nelson Anderson, Associate, Syriac Anatomical Pathology, from 16 March 1939

\$1000 salary

J. G. Pickler, Demonstrator, Bacteriology, from 16 March to 30 June, 1939

\$50.

W. B. McEwen, part-time Assistant, Department of Hygiene and Preventive Medicine, for the Session 1938-39

\$100.

At the request of Professor E. S. Dutton of the Department of Physics, authority was given for the purchase of a magnetometer for the work in Geophysics at a price of \$1,000., this sum to be charged to the Sir John McTearman Research Fund.

Purchase of magnetometer
for geophysics work

The following communications were presented by the President: -

From the Chancellor, Sir Leonard Mulock, regarding the proposed University College Men's Residence: -

21 March 1939.
218 Jarvis Street,
Toronto.

Dear Mr. Cady:

Owing to the absence of Mr. J. F. Gibson, Honorary Chairman of University College Men's Building Committee, I am sending to you the enclosed check for \$6,000.00 and my undertaking to pay two further sums, making in all \$20,000 for the Building Fund of University College Men's Residence.

I would suggest your submitting the undertaking to the University Council. It is difficult to find a resolution to support the undertaking in law. If he should advise a different wording I would be glad to have his suggestion in order to support the undertaking. Please have the University sign one of the undertakings and return it to me.

Yours faithfully,

(Sd) Sir Leonard Mulock.

Dr. H. J. Cady.

Chancellor's contribution
to U.C. Men's Residence

I, Sir William Mulock, being convinced that a more adequate residence for the men students in University College is highly desirable and necessary, Do hereby, in consideration of the continuance of the present canvass for subscriptions for such a residence and in consideration of the subscriptions of others for the same purpose, Covenant And Agree with the Governors of the University of Toronto, to pay to them the sum of Twenty thousand dollars (\$20,000.00) to be used exclusively towards meeting the cost of erecting a new residence for the men students in University College, the said sum to be payable without interest as follows: the sum of Six thousand six hundred and sixty-six dollars and sixty-eight cents (\$6,666.68) upon the execution hereof; the further sum of Six thousand six hundred and sixty-six dollars and sixty-six cents (\$6,666.66) on or before the Twentieth day of March, 1940; and the balance of the said sum on or before the Twentieth day of March, 1941.

This obligation and pledge shall extend to and be binding upon my heirs, executors and administrators.

In witness Whereof I have hereunto set my hand and seal at Toronto this 21st day of March, A.D. 1939.

Witness

(Sgd.) W.W. Davidson

(Sgd.) W. Mulock.

The Governors of the University of Toronto hereby accept the above subscription on the foregoing terms and conditions.

Dated this day of March, A.D. 1939.

The Board were tremendously pleased with the Chancellor's action, and
It was moved by Mr. McConnell,

Seconded by Mr. Kelly.

And Resolved

That the Secretary be instructed to convey to Sir William the cordial thanks and appreciation of the Board for his generosity, and that the form of undertaking be submitted to the University Solicitor for his opinion.

The Quorum reported that in this connection a separate bank account had been opened in the name of "The Governors of the University

of Toronto, in trust for University College Wm's Residence "Fund".

From the National Trust Company, Executors of the
Estate of the late Sir Joseph Flavelle:-

20 King Street East,
Toronto 2, 14 March 1939

"The Reverend and Honourable J. D. Eady,
President,
University of Toronto,
Toronto.

Dear Sir: Sir Joseph Flavelle Estate

This Company is named as executor of the Will of
the late Sir Joseph Flavelle, who died on the 7th March.

Paragraph IV (c) of the Will provides:

"After my death I should like my residence No. 78
Queen's Park, Toronto, and the lands appurtenant
thereto and used in connection therewith (hereinafter
referred to as "the said residence") to be used as
a club or meeting place for the women students and
women members of the teaching staff of the University
of Toronto, of University College and of the universities
and colleges federated or affiliated with the said
University and to that end I direct my Trustees
to offer and, if accepted, to convey or surrender
my household interest in the same to the
Governors of the University of Toronto upon the
trust, term or condition that the said residence
shall hereafter be used and maintained for
the purpose which I have mentioned or for any
administration building for the said University
College purpose as the Board of Governors of
the said University shall at the time of my death
or subsequently from time to time determine and
upon the further trust, term or condition that the
said residence shall not be used as a private residence,
provided that prior to or contemporaneously with
such conveyance or surrender the Governors
of the University of Toronto shall cancel or have
cancelled all ground taxes affecting the said
residence and shall release or have released
my estate from all liability whatsoever in
connection with such taxes, save and except

Sir Joseph Flavelle
bequest.

any arrears of ground rent that may be owing by me or my estate at the time of my death. The acceptance of the said residence for the purpose or purposes mentioned must be given within six months from the date of my death. If it is not so accepted within the time mentioned then the said residence shall fall into and form part of the residue of my estate."

The contents of the house are bequeathed to the family of the deceased.

In view of the six months' time limit given for the acceptance of the residence for the purposes mentioned, it was deemed advisable to notify you of the bequest at the earliest possible moment in order that you might have time to give it full consideration.

Yours very truly
(Sgd.) H. A. Clarke
Estate Manager."

This matter was referred to the Property Committee for consideration. In the meantime it was decided to send a copy of the above letter to all the members of the Board and notify them that they would be advised later when an opportunity is given to inspect the property.

Letter of appreciation
from Mrs. A. J. MacKenzie

Thom. Mrs A. J. MacKenzie expressing her appreciation of the sympathy conveyed to her upon the death of her husband.

Letter of appreciation
from Sir Elsworth Howells

There was read a letter from Sir Elsworth Howells, expressing appreciation on behalf of the family for the thoughtfulness and courtesy of the Chairman in making available convocation hall for the funeral service of the late Sir Joseph even though they had not been able to take advantage of this privilege.

The following donations were reported and were accepted with thanks and appreciation:-

From the Toronto General Trusts Corporation offering measures in the Leonard Fellowship and Scholarships in University College set out in the following letter from General Wallace:-

March 17, 1939.

The President.

University of Toronto.

Dear President Cady:

Mr. W. S. Watson of the Toronto General Trusts Corporation are one of the firms which supply the Leonard Fellowship and scholarships in University College. He informed me that they wish to propose the following changes in the awards as made at present:

(1) The Leonard Fellowship at present worth \$500 per year to be increased to \$650 per year.

(2) The four Scholarships at Matriculation which are at present worth \$250 per year to be increased in value to \$300 per year.

(3) Two new Matriculation Scholarships to be added to our list, each of the value of \$300 per year.

The Council of University College begs to recommend to the Board of Governors the acceptance of the proposal of the Toronto General Trusts Corporation in each of these cases. They propose further that in order to have free tuition attached to the new Matriculation Scholarships and at the same time not increase the number of University College Scholarships at Matriculation which enjoy the privilege of free tuition, that this privilege be withdrawn from the McEwen Matriculation Scholarships and from one of the Alumni Scholarships.

Very sincerely yours,

(Sgd) Malcolm C. Wallace
Principal

From the Class of 1930 graduated in Mathematics and Physics and associated courses a bursary of \$50 per annum is outlined in the following letter:-

28 Kappale Ave.

Toronto March 16, 39

Rev. Dr. H. L. Cady,
President.

University of Toronto.

Dear Sir, -

The Class of 1930 graduated in Mathematics and Physics and associated courses, wishes to provide a \$50.00 bursary to be awarded annually to a deserving student in one of the following courses:-

Mathematics and Physics
Mathematics

Leonard Fellowship
+ Matric. Scholarships

Bursary from Class
of 1930 in Math. + Phys.

Physics and Chemistry Engineering Physics

For the present, we wish to choose the recipients of this bursary on a basis of need of assistance combined with a satisfactory scholastic record. In this, we will have the assistance of Dean Beatty and Mr. Gilchrist who have been largely responsible for the inauguration of our fund, the ultimate object of which is the endowment of a permanent scholarship. We expect our fund to reach \$500.00 in the near future. The scholarship committee appointed by the class is composed of W. V. Lovell, R. Costander and M. G. Wyatt.

In the expectation that the above will be satisfactory to the Senate, I am enclosing our cheque for \$50.00 to be awarded this year to E. P. MacNaughton, II M. & P. - University College. We understand this student earned third last year and needs assistance.

Yours respectfully,

(Sgd) M. G. Wyatt.

The matter was referred to the Senate for settlement of the academic details.

From Fortinos Brothers, Limited, Montreal, \$500 to ~~fund~~ ^{cover} the former Scholarship in Engineering for the next five years.

From the Imperial Oil, Limited, an undertaking to renew their Graduate Fellowship of \$500 for 1939-40.

Regarding the suggestion of the Toronto General Trusts Corporation, offering increases in the Leonard Fellowship and Scholarships in University College, as set out in the letter from Principal Wallace, the Board approved of the above changes. In connection with the two new Matriculation Scholarships the Board agreed to a remission of fees for two years only but decided that the whole question of the remission of fees in connection with Scholarships would have to come up for consideration and revision in the near future.

Other communications were presented and dealt with as follows: -

From the Superintendent transmitting a letter of March 20th from Major W. Wilson, Secretary of the Toronto Scottish Regimental Association, in which permission was asked to use the back campus for the presentation of Colours

Leonard Fellowship
& Math. Scholarships

Scottish Regimental
Assoc. for use of back
campus.

to the Regiment by the Ministry on May 23rd next. The Board decided to grant this request on the understanding that arrangements for the erection of stands, etc., be subject to the approval of the Superintendent of the University.

From Messrs. Ingram & Bell, Limited, giving a summary of the developments in connection with the Leibel-Hall respirator unit, and a further letter requesting that they be given permission to proceed with the obtaining of a British patent. This matter was referred to the Chairman and the Secretary of the Board in order that they might consult with Sir Frederick Harding as to the advisability of granting this request.

From Messrs. Cobb, Hookin & Harcourt, Solicitors for Frederick Stearns & Company, one of the licensees under the Insulin patents, requesting an opportunity of submitting evidence to the Board in connection with the unfair and arbitrary treatment which they claim to have received from the Executive Secretary of the Insulin Committee. This matter was referred to the Insulin Committee for consideration and report.

From the Registrar transmitting the following resolution passed by the Senate at a meeting held on March 10th: -

"That the Governors be requested to name a committee to meet with the joint committee of the Senate and the Alumni Federation for the discussion of the report of the joint committee on the financial needs of the University."

Report on needs
of the University

The following Committee was thereupon appointed for the above purpose: -

- The Chairman of the Board
- The President
- The Chairman of the Property Committee
- The Chairman of the Finance Committee

Also from the Registrar enclosing Statutes of Senate
Number 1425 - Respecting the F. A. Lambda Phi Prize
Number 1427 - Respecting the Calendar of the Faculty of Music for the Session 1940-41
for approval. These Statutes having been similarly read were approved.

Statutes of Senate

194 Rifles, Ross, 303 L.P. valued at \$7.00 each
5 Rifles, B.S.A. #8 " " \$30.00 "

The Chairman and the Purser were authorized to execute this on behalf of the Board.

Evening Journal Cl.

If fee of \$2 per student for ten excursions in connection with the class in Nature Study. Mr. Stuart Thompson to be paid \$10 for conducting each excursion.

Undergrad. Assoc. fee
Scrup Ther. + Psychother.

A fee of \$1 per student per annum for social and athletic activities.

Undergrad. Assoc. fee
Sexual Navigation

A fee of \$3 per student per annum for social and athletic activities.

The Board approved of the above recommendations.

Reported utterance
by Univ. Professor
re British Empire

The Chairman presented a further letter which he had received from R. B. Richardson, General Secretary, The British Empire Association of Canada, asking if any additional information had been obtained in connection with certain remarks which were supposedly made by a University professor. The Chairman pointed out that those who were responsible for the publication of the statement declined to give any information which would enable the Board to follow up the inquiry. He also stated that there was an indication that the remark was made by a professor not on the University staff and not responsible to the Board, and it was suggested that the Chairman convey this information to the writer.

Appointment of G. Howard
Gerguson to committees
of R. C. M.

In order to fill the vacancy caused by the death of Sir Joseph Thwait, the Hon. S. Howard Ferguson was appointed a member of the Finance Committee, the Education ^{Committee} and the Indian Committee;

and upon motion of Mr. Kelly, seconded by Mr. Young, he was also appointed a member of the Board of Trustees of the Royal Ontario Museum for the balance of the term for which Sir Joseph was appointed i.e. to 1st July, 1939.

Dr. T. A. Russell
appointed Chairman of Insulin Committee
In view of his unlimited knowledge of insulin affairs Dr. T. A. Russell was appointed Chairman of the Insulin Committee to succeed Sir Joseph Macleod.

The Bursar requested that alternative officers be authorized to sign the University cheques in addition to the Bursar, and upon his recommendation

It was moved by Mr. Peter,
Seconded by Mr. Mc Connell,
And Resolved

Signing Officers,
University cheques.

That Mr. G. E. Higginbottom sign as Bursar all cheques on the General Account of the University, these cheques continuing to be signed also by the Chairman or the President, or by the Vice-Chairman or an Acting Chairman, as at present.

Also that Mr. Higginbottom sign as Bursar all cheques against the Current Expenditure Account, and that the second signing officers for these latter cheques be Mr. J. B. Gair and Mr. G. H. Grant, either of whom is authorized to sign for an Accountant.

Change in
recording of
minutes.

In view of the amount of time involved in the present method of recording by hand the minutes of the Board, and as a new minute book will shortly have to be obtained, the Chairman mentioned the advisability of changing to a loose leaf book and having the minutes typed. After discussing the matter.

It was moved by Mr. Kelly,
Seconded by Mr. Mc Connell,
And Resolved

That the Secretary be instructed to obtain a loose leaf book for recording the minutes of the Board upon the completion of the present book.

The meeting adjourned at 6 p.m.

Minutes of Board
Apr. 13th 1939

Attest
G. E. Higginbottom

Chairman

Unreferred
in 1939

Minutes of meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Thursday, 13 April, 1939 at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	The President
The Chancellor	Mr. Young
Mr. Mc Donnell	Mr. Feilly
Mr. Mc Donnell	Dr. Russell
Mr. Gibson	Mr. Oster
Chief Justice Rose	Hon. G. H. Ferguson
Dr. Anderson	
Hon. Dr. Bruce	

The Bursar was present as Secretary together with Mr. Gair.

The minutes of the last meeting were read and confirmed.

Before proceeding with the business of the meeting the Chairman extended a very hearty welcome to the new member, the Honourable George Howard Ferguson, B.A., LL.B., K.C., P.C. Mr. Ferguson expressed his appreciation of the honour done him and of the opportunity to renew those close connections and associations with the University that he had previously enjoyed.

Arising out of the minutes there was read the following report in connection with the request of the Standing Committee of Hart House regarding the revisions of the Constitution of Hart House, which was received and approved: -

To the Board of Governors,
University of Toronto.

Gentlemen: -

Your Committee, consisting of the Chairman of the Board and the President of the University, appointed to report upon the Revisions in connection with Hart House Constitution, beg to report that we have considered the proposed changes and recommend that they be approved with the deletion in Section 5 (under Fees) of the words "In addition to all other fees required by the University".

Respectfully submitted

(Sgd.) } D. Bruce Macdonald
H. J. Gody.

25th March, 1939

Appointment of
Hon. G. H. Ferguson

Revisions of Hart
House Constitution

The revisions of the Constitution of Hart House, in accordance with this report as above adopted, appear attached to these minutes as appendix "A."

Also arising out of the minutes there was considered the application of Messrs. Ingram & Bell for permission to proceed with the British patent in connection with the Leibel-Hall respirator, which matter had been referred to the Chairman and the Bursar for investigation. The Board decided to grant this permission, such authority being given in accordance with and subject to the terms contained in the agreement with Ingram & Bell dated 30th June, 1938.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

R. G. Mackenzie, Demonstrator, Department of Anatomy,
Faculty of Medicine, from 1 April to 30 June, 1939
(replaces R. H. Platt, resigned.) - \$50.
D. G. Wilder, Research Assistant, Department of Biology,
Faculty of Arts, for 10 weeks up to 20 April 1939 - \$40 per week.

The following transfers and additional appropriations were granted: -

Transfers:

Health Service - Men:

From "Surgical Assistance and Equipment"
To "Medical and Office Supplies, etc." - \$68.

Geography:

From "Apparatus and Furniture"
To "Maintenance" - 60.

Astronomy:

From "Supplies and Apparatus" } At the
To "Library" } Observatory 200.

Social Science:

From "Special Lectures"
To "Office Supplies, Printing, etc." - 55.

Leibel-Hall
respirator

Amendments to
Estimates

Ontario College of Education:

From "General Class Supplies"
 To "Office Supplies" - \$500.

Library School:

From "Class Supplies"
 To "Office Supplies" - 50.

Additional appropriation:Fine Art:

To "Slides, Journals, etc." - 139.11

Upon the recommendation of the President the leave of absence on account of illness granted to Professor J. G. Fitzgerald was extended to 1st September, 1939, on full salary.

Extension of sick leave
 to Prof. J. G. Fitzgerald

Also upon the recommendation of the President Professor C. R. Young was appointed a member of the Printing and Publications Committee to fill the vacancy caused by the death of Professor J. P. W. Purich.

Appointment of Prof. C. R. Young to Printing & Publications Committee

The following report of the Special Committee on University Affairs was read, and upon motion of Dr. Russell, seconded by Mr. Kelly, was approved and adopted:-

To the Board of Governors,
 University of Toronto.
 Gentlemen:

Report of Special Committee on University Affairs

Your Committee appointed to confer with the representatives of the Federated Colleges regarding University matters and the necessity of an increase in fees in the Faculty of Arts beg to report that we have had several conferences, at which all the colleges were represented, and at which the Deputy Minister of Education was present. The discussions which took place were amicable and frank, and there was an evident desire on the part of all to assist in solving a difficult problem and to reach a solution which might be of help in a trying situation. The suggestion that a University registration fee be instituted for all students did not meet the approval of the Federated colleges, who feared that the institution of such a fee in the Faculty of Arts might endanger the framework of Federation. As to the justification of such fear there may be room for difference of opinion, but it is the position taken by the Federated

colleges, and in the opinion of your Committee the present is not an opportune time to press the point. However, all present at the conferences realized that the University must find some additional sources of revenue for the whole if the interests of the parts are to be conserved.

Your Committee therefore recommend on behalf of the "conference", as well as of themselves,

1. That an increase of \$25.00 be added to the tuition fee in the Faculty of Arts for the academic year 1939-40.
2. That the fee be paid as usual to the college in which the student is registered.
3. That where the additional \$25.00 is collected by a Federated college, two thirds of that amount be paid to the Bursar of the University by the college receiving it.
4. That this arrangement be regarded as a temporary solution and be in force for the academic year 1939-40, it being understood that, should circumstances warrant, it might be continued for a further period.
5. That, since the above recommendation offers but a temporary solution, your Committee be not now discharged, but continued in the hope that an earnest effort on the part of all concerned during the coming months may enable the University and the colleges to arrive at a more permanent solution.

This recommendation is made under the realization of the fact that conditions have changed since the Federation agreement was entered into some 50 years ago, and that problems press not only upon the University but upon the Federated colleges themselves. Such problems, whatever their source, must be sympathetically considered by all parties in a Federation which has on the whole proved a wise and distinctly beneficial contribution to educational organization.

(Sgd) E. Bruce Macdonald.

Chairman

4th April, 1939.

The following schedule respecting increases in ^{fees in} the various faculties was presented by the President and approved, to come into effect with the opening of the Session 1939-40.

(1) D.B. Graduate

Tuition

1125

1150

(2) D.B. Graduate

Composite Fee

165

190

College portion of this composite fee

60

(3) Fresh Course F.P. Teachers:

Tuition and Library - each subject

26

31 (for purposes of
classification - Library [1])

(4) Occasional Students:

Tuition - each subject

25

50

Tuition - maximum

125

150

UNIVERSITY OF S. ALABAMA

1959-60

Amount Due

Fee Due

- 2 -

FEES:

(1) M.D. Course:

	<u>Present Fee</u>	<u>Per Fee</u>
Composite Fee:		
First Year	175	200
Second and Third Years	250	275
Fourth, Fifth and Sixth Years	275	300
The above fees include the Hospital Fees in the Fourth, Fifth and Sixth Years but not the graduation fee for the final year which remains at \$8)		

(2) Arts and Medicine:

Third Year Arts and Second Year Medicine	150	150 (increase of \$25 in Arts fee)
Fourth Year Arts and First Year of Third Year Medicine	150	150 (increase of \$25 in Arts fee)
Second Year of Third Year Medicine	250	275

(3) Graduate and Special Courses:

Graduation, each month	35	40
Diss. Med. - Tuition	75	100
Diploma in Public Health	200	225
Diploma in Radiology	225	225
Diploma in Psychiatry	200	225
Registration Fee, Psychiatry (in lieu of tuition fee)	25	50

ADULT EDUCATION DEPARTMENT

Composite Fee

Registration Fee

- (1) Composite Fee
- (2) Additional students - each subject

Particulars

- (1) Composite Fee
- (2) Additional students - each subject

MUSIC:

Registration Fee

COMPOSITION:

- (1) O.B.S. course:

Composite Fee: First Year

Second, Third, Fourth and Fifth Years

- (2) B.Sc. (tent.) - tuition

- (3) Dental Nurses Course - tuition
- diploma

- (4) Graduates, each month
each week

Present Fee Less Fee

1225 1250

190 175

25 30

190 175

25 30

- 25

175 200

250 275

50 75

100 125
- 5

35 40

10 10

SOCIAL SCIENCE:

	<u>Present fee</u>	<u>New fee</u>
(1) Composite fee	125	150
(2) Occasional students - each course of 2 or more hours	25	30
- each course of 1 hour	-	15 (410 for one term only)
(3) Special course for Church workers	10	10
(4) Diploma	-	5

SCHOOL OF NURSING:

(1) Three Year Undergraduate course	100	110
(2) One year Graduate Nurses' courses - Composite fee	157	175 (Library fee of 17 and examination fee of 15 to be retained by the University)
(3) Occasional students - registration fee	10	15
- a course in one subject for the session	20	25
- a course in one subject for one term	10	15
- practice work	20	25
- special students for one term	75	90
(4) Diploma or Certificate -all courses	5	5 (to be retained by the University)

PHYSICAL EDUCATION FOR MEN:

(1) Composite fee

(2) Special fee

PHYSICAL EDUCATION FOR WOMEN:

(1) Fee for First, second and third years	25	25 (Increase of 125 in Arts Fee)
(2) Fourth Year	100	125
(3) Diploma	-	5

*t. to be determined when courses are approved by the Governors

- 5 -

Present fee New fee

UNIVERSITY EXTENSION:

Occupational Therapy - Composite fee

Physiotherapy - Composite fee

Serial Navigation - Composite fee

Diploma - all courses

UNIVERSITY OF MINNESOTA:

(Present contract ends June 30, 1943)

SCHOOL OF VETERINARY:

(Existing agreement under consideration by Senate's Committee)

GRADUATE STUDIES:

(1) Doctor of Philosophy:

Tuition - First Year

Second and Third Years, each

Doctor of Pedagogy:

Tuition - regular session

summer session, or late afternoon, each

Examination for Thesis

Doctor of Veterinary Science

Tuition (when required)

150 175

150 175

150 175

- 5

100 125

75 100

75 75

50 50

5 10 (possibly might be raised to 120 in 1940-41)

100 125

- 6 -

Tuition Fee Lab Fee

GRADUATE STUDIES, continued.

- (2) Master of Arts
Master of Commerce
Master of Applied Science
Master of Architecture
Master of the Science of Forestry
Master of Science in Forestry
Master of Science in Agriculture
Master of Science in Agriculture
Master of Veterinary Science

Tuition

\$100 \$125

- (3) Graduate in Doctor and Auditors

Tuition for a course in any one subject

25 30

Tuition - session

100 125

Law

Master of Laws - The same fees to be prescribed as for the degree of Master of Arts

TECHNICAL STUDIES

Master of Science
Master of Engineering

10 10

10/10 (The same as in Agriculture)

In this connection the Board delegated authority to the President, the Registrar and the Bursar to make any minor revisions that might be considered necessary.

Report of Special
Committee re Health
Service

The President also presented a report of the Special Committee appointed by the Council of the Faculty of Medicine to investigate and report upon proposed plans for University Health Service, and this matter was referred for consideration and report to the Board's Special Committee in connection with the health service of students within the University.

The following donations were reported and were accepted with thanks and appreciation: -

A. Bequest from the Estate of the late Sir Joseph Flavelle to the Governors of the University of Toronto of the sum of Fifty Thousand Dollars (\$50,000) for graduate fellowships as set out in the following letter from the Executors, the National Trust Company Limited:-

20 King Street East,
Toronto 2, April 5, 1939.

" H. J. Cody, M.A., D.D., LL.D.,
President,

University of Toronto,
Toronto, Ontario.

Dear Mr. Cody:

Sir Joseph Flavelle Estate

This company is the executor of the will of the late Sir Joseph Flavelle.

The will provides for certain specific bequests, the payment of debts, expenses and succession duty, and makes provision for a number of substantial funds and legacies.

The will makes the above provision a first charge on the estate and then directs that out of and to the extent only of the remainder of the estate provision be made for certain other bequests. Included in this is the following:

"(gr) 4. To offer and, if accepted, to pay to the Governors of the University of Toronto the sum of Fifty Thousand Dollars (\$50,000.) upon trust to use the income therefrom for graduate fellowships of the said University and so to apply such income at such times and towards such graduate fellowships and on such conditions as the Board of Governors of the said University shall in its discretion from time to time determine. If such trust is not accepted

Sir Joseph Flavelle
bequest for Graduate
Fellowships

within twelve months from the date of my death, the said sum of Fifty thousand dollars (\$50,000) shall fall into and form part of the residue of my estate. If the said trust is accepted and the said sum paid over by my Trustees, the receipt of the Governors of the University of Toronto shall be an absolute discharge to my Trustees."

The will also contains the following provision:

"VI

Wherever throughout my Will I have directed that any fund shall be set apart and the income therefrom paid to any beneficiary, I direct my Trustees to pay to such beneficiary such income as shall represent two and one-half per cent. on the fund so to be set aside from the date of my death up to the time when such fund is actually set aside. I expressly declare that my Trustees may postpone the setting aside of any such fund for such length of time as they consider advisable having regard to the interests of my estate and the carrying out of my wishes."

You will realize that it will be some time before probate is secured, debts and succession duties settled and paid, and provision made for the funds and legacies which are a first charge on the estate. Until these matters have been completed it will be impossible for the executor to give you any more definite information.

Yours very truly
(Sgd.)

H. C. Loughton
Assistant Estates Manager"

From the Carnegie Corporation of New York the sum of Twelve Thousand Dollars (\$12,000) for the Professorship in Fine Art, as outlined in the following letter: -

April 11, 1939.

"The Hon. and Rev. A. J. Cody,
University of Toronto,
Toronto, Ont., Canada.

Dear Canon Cody:

I am glad to be able to tell you that, at a meeting of the Executive Committee of the Corporation held April 6, the following resolution was adopted:

Resolved, That, from the balance available for appropriation in the British Dominions and Colonies Fund, the sum of twelve thousand dollars (\$12,000), payable \$5,000 in 1939-40, \$4,000 in 1940-41 and \$3,000 in 1941-42.

Carnegie Corporation
grant for Fine Art

be, and it hereby is, appropriated to the University of Toronto,
for the professorship in fine arts previously aided under
Resolution B 1210.

Our Treasurer is being authorized to make payments
as follows: \$5,000 - October 1, 1939
4,000 - October 1, 1940
3,000 - October 1, 1941

Sincerely yours,
Sgd. Robert T. Lester
Secretary

Also from the Carnegie Corporation the sum of
Five Thousand Dollars (\$5,000) toward the support of the Institute of Child
Study as per the following letter:-

April 10, 1939.

" The Hon. and Rev. H. J. Cody.
University of Toronto
Toronto, Ont., Canada.

Dear Canon Cody:

I am glad to be able to tell you that, at a
meeting of the Executive Committee of the Corporation held April 6
the following resolution was adopted:-

Resolved, That from the balance available for appropriation
in the British Dominions and Colonies Fund, the sum
of five thousand dollars (\$5,000) be, and it hereby is,
appropriated to the University of Toronto toward support
of the Institute of Child Study.

Our Treasurer is being authorized to make payment
of this amount on or about April 15, 1939

Sincerely yours,
Sgd. Robert T. Lester
Secretary

c.c. to Professor W. E. Blatz.

From friends and students of the late Dr. W. George
Switzer the sum of Seventy-three Dollars (\$73.00) for the establishment in
the Faculty of Dentistry of a prize to be known as "The W. George Switzer
Memorial Award", in the form of a gold key or other token as detailed in
the following letter from Dean Mason with proposed conditions of award:-

Carnegie Corporation
grant for Child Study

W. George Switzer
Memorial Award

April 12, 1939.

Dr. H. J. Gedy, President.
University of Toronto.
Dear President Gedy:

I enclose cheques and cash to the amount of \$73.00 in connection with the W. George Sirtizer Memorial Award.

I also enclose the proposed conditions of award, and I shall be grateful if you will have the establishment of this prize approved by the Board of Governors and the Senate.

I should have preferred to have waited until the subscriptions were more nearly complete, but our graduating class subscribed to the fund, and asked that the first award be made this year, since this class had been so intimately associated with the late Professor Sirtizer.

Yours faithfully
(Sgd.) Harold W. Mason
Dean

University of Toronto
Senate

Passed.

Respecting the W. George Sirtizer Memorial Award.

By The Senate of The University of Toronto

Be It Enacted:

That there be established in the Faculty of Dentistry a prize to be known as the W. George Sirtizer Memorial Award, in the form of a gold key or other token.

That the holder shall be a member of the Fifth Year class, who has completed the Fourth Year in the Faculty of Dentistry.

That the award shall be made to the student who, having successfully completed the annual examinations of the Fifth Year, shall be deemed by the clinical instructors in the subject of Prosthetic Dentistry, to have the greatest proficiency in full denture and removable partial denture prosthesis.

That the winner may accept this award in addition to any other prizes or scholarships he may hold.

That should the interest on the fund be insufficient to purchase the key, the capital amount shall be drawn on for the difference until it is exhausted.

From Lady Kemp transmitting her cheque for Five hundred Dollars (\$500), as a renewal of the Graduate Fellowship for 1939-40 donated by her.

Graduate Fellowship
from Lady Kemp.

Letters of thanks and appreciation were read from the following persons:-

From Sir Ellsworth Mavelle conveying the appreciation of his sisters and himself of the resolution of the Board following the death of his father, the late Sir Joseph.

From Mrs. Elizabeth R. Hendry expressing deep gratitude on behalf of herself and Dr. George Hendry for the floral tribute sent upon the death of her husband, Dr. W. B. Hendry.

From Professor H. W. Price of the Department of Electrical Engineering, thanking the Board for the leave of absence granted to him.

From the Royal Canadian Institute extending the thanks of the Institute to the Board for their co-operation in furthering the work of the Institute by allowing the use of Convocation Hall for their Saturday evening lectures.

Other communications were presented and dealt with as follows:-

Leonard Matriculation Scholarships From the Toronto General Trusts Corporation stating that the two additional Leonard matriculation scholarships in University College, of the value of \$300 each, reported at the last meeting of the Board, were limited to four years only as they are to be paid out of some \$2,400 surplus income, so that four years will absorb the amount.

Aura Lee Grounds From the Canada Life Assurance Company Staff Association applying for the use of the Aura Lee grounds for the Season of 1939. Granted on the same terms as prevailed last year.

Resignation of Dr. A. G. McPhedran From Dr. A. G. McPhedran, part-time Associate in the Department of Medicine and Clinical Medicine, asking to be allowed to retire at the end of the present academic year. This resignation was accepted with much regret and the Board expressed their appreciation of many years of valued service.

Report No. 211 of the Property Committee was read as follows:

The Property Committee begs to report to the Board of Governors:-

1. Your Committee has considered the request of Mr. D. H. Campbell, the tenant of the Starr Farm in the Township of Carleton Place, of a payment to him of \$400 in cash by the University in lieu of the house on the property which was destroyed by fire, this consideration to

be in addition to the Board's proposal of a reduction in the annual rental from \$150 to \$75. Your Committee recommends that this request be not granted and that the Board confirm their previous action in offering a rental of \$75 per annum for the remaining period of the lease.

Lease to Royal
Canadian Institute

² Your Committee has again considered the question of the lease to the Royal Canadian Institute of the property No. 198 College Street, and in view of the fact that this matter has been pending for a considerable time recommends that the University Solicitor be consulted as to whether it would prejudice the University's interests to let the matter stand, or whether a formal notification be sent to the Institute that the University was not prepared to renew the existing lease.

Lease to Victoria
College

³ Your Committee took up for consideration the question of a renewal of the lease of Lot No. 67 (Emmanuel College site) to Victoria College, and recommends that this be granted for a further period of 21 years from 1st January, 1938, at an annual rental of \$1,100.

Sir Joseph Flavelle
Bequest

⁴ In connection with the bequest in the Will of the late Sir Joseph Flavelle, by which the University has been offered his residence in Queen's Park, situated on land leased from the University, provided certain conditions are met, your Committee recommends that a request be made by the Chairman of the Board of Governors to the Executors to release the University from the restrictions contained therein regarding the use of the property and the perpetual obligation involved in the acceptance of the same.

Decorations for
Their Majesties visit

⁵ Regarding the coming visit of Their Majesties, King George and Queen Elizabeth, the Superintendent has brought up the question of decorations, and your Committee recommends that simple flag decorations be carried out over the two South entrances to Hart House, and that the Royal Standard be flown from the main flagpole.

All of which is respectfully submitted.

(Sgd) John F. Gibson

Chairman.

11th April, 1939

Upon motion of Mr. Gibson the report was adopted with the deletion of Clause No. 4 relating to the bequest of the late Sir Joseph Flavelle of his residence in Queen's Park.

Current Expenditure

The Barrar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 7th March, 1939, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 14, of the amount required to defray Current Expenditure for the balance of the month of April and the

first part of May. Ordered that an Accountable Warrant for Two Hundred and Sixty Thousand Dollars (\$260,000) be issued to the Bursar.

The Chairman and the Bursar were authorized to sign forms of proxy for the following Annual General Meetings: -

- (1) Canadian Pacific Railway Company, May 3rd, 1939.
- (2) Economic Investment Trust, Limited, May 19th, 1939
- (3) William Wilson Limited, April 19th, 1939.

Proxies

The Estimates of the Connaught Laboratories were presented by Mr. Kelly but the Chairman requested that in view of the amount of business before the Board, consideration of these be deferred until the next meeting.

Connaught Laboratories
Estimates

In connection with the Chancellor's undertaking to contribute towards the University College Men's Residence Building Fund the sum of \$13,333.32, which is in addition to the \$6,666.68 already paid over by him, the Board instructed the Bursar to return to the Chancellor the original form of undertaking signed and submitted by him, and to replace it with the form prepared by the University Solicitor.

Chancellor's contribution
to U.C. Men's Residence

The Chancellor gave the following notices of motion:

- (1) That a committee be appointed to consider and report what, if any, rules of procedure it would be advisable for this Board to adopt.
- (2) That a special committee be appointed to enquire into and report to this Board in respect of the following matters: -
 - (a) The cost, duties and services of the staffs of the University of Toronto and of University College.
 - (b) What economies, if any, might wisely be effected.

Notices of Motion

The meeting adjourned at 6 p.m.

Indeferred
M.B.

Minutes confirmed
Apr. 27th 1939

Donald Macdonald
Chairman.

Appendix "A."

Hart House
Constitutional Revisions

2nd March 1939

Section 5

Fees.

~~In addition to all other fees required by the University~~ there shall be paid to the Bursar of the University by each male undergraduate attending classes in the University an annual fee for membership in Hart House of twelve dollars (\$12.00) this fee to be considered as due and payable upon the respective dates specified for payment of tuition fees in each particular faculty or college in which the student is enrolled. It is understood that whatever fees are not paid on or before the above respective dates will fall under the general fee of \$1.00 a month as penalty.

increase of under-graduate fee from 40. to \$12.

Section 11

Heading:

The following persons, men only, shall have the right to the general privileges of Hart House, but shall not have the right to vote unless members of Hart House committees when they have the right to vote:

This gives Hon. and Hon. Life members the right to vote if serving on a committee.

- a. No change.
- b. No change.
- c. No change.
- d. No change.

- 7. A graduate of the University of Toronto to be appointed annually by the Board of Stewards from those graduates who are members of the Graduate Committee but are not members of the Faculty Union.
- 8. An undergraduate of the University of Toronto to be elected annually by the Federal Cabinet of the Student Christian Movement.
- 9. No change.
- 10. No change.
- 11. No change.
- 12-15. The undergraduate secretaries of the standing committees of Hart House.
- 16. The Comptroller of Hart House who shall act as Secretary.

limiting graduate on Stewards to Graduate Committee

S.C.U. changed to S.C.M.

Section 18.

First Paragraph: No change.

- a. No change.
- b. To the Student Christian Movement in connection with the University the use and control of the offices on the ground floor in the south wing of Hart House, the so-called S. C. M. library on the second floor of the south wing and a prior claim to the debates room; under such conditions as may be mutually agreed upon by the Student Christian Movement of the University of Toronto and the Board of Stewards.
- c. No change.

name of Lecture Room changed to Debates Room.

Section 18.

- d. To the Faculty Union the use and control of the common room, dining room, the two upstairs sitting rooms and billiard room known as the Faculty Union rooms; under such conditions as may be mutually agreed upon by the Faculty Union and the Board of Stewards.
- e. No change.

additional sitting room.

Section 19.

STANDING COMMITTEES

The following standing committees shall be constituted as hereinafter provided with such powers and duties as defined below:

1. First Paragraph: No change.

Second Paragraph:

It shall consist of a member appointed by the Board of Governors, one of the two Stewards appointed by the President to be named by him, the Comptroller of Hart House, the Assistant Comptroller of Hart House, a member of the House Committee of the Faculty Union and not more than three other senior members of Hart House to be appointed by the Board of Stewards subject to the approval of the Board of Governors.

Assistant Comptroller added.

2. House Committee

The duties of the House Committee subject to the authority of the Board of Stewards shall be as follows:

a. To formulate and enforce rules of general conduct and to approve and to have power to enforce such special rules as may be proposed by any Special Committee.

b. To undertake the regular inspection of the House except those parts now under the jurisdiction of other Standing or Special Committees and to propose such repairs, alterations and additions to the building and equipment and such changes in administration as may be deemed advisable.

c. To promote social activities within the House.

House Committee now performs work of former Hall and Billiard Committees which have been discontinued.

Section 19

2. d. To consider the financial statements of the House and Hall for each month and changes in the price of meals, in food or in service.

It shall consist of two faculty members to be appointed by the Board of Stewards, one graduate member to be appointed by the Board of Stewards, the Comptroller (or the Assistant Comptroller) of Hart House, ten undergraduate members of Hart House to be elected as prescribed by By-Law enacted by the Board of Stewards of Hart House, one undergraduate representative appointed by the Directorate of the Athletic Association and one undergraduate representative of the Ontario College of Education.

3. Library Committee.

Subject to the authority of the Board of Stewards the duties of the Library Committee shall be as follows:

- a. To make rules and regulations governing the use of the library as may be necessary.
b. To regulate the conduct of the members therein.
c. To expend any gifts to the Library and any such grants as are made by the Board of Stewards for the purchase of books.

It shall consist of the Curator of the library to be appointed by the Board of Stewards, two senior members of Hart House to be appointed by the Board of Stewards, a graduate member to be appointed by the Board of Stewards and ten undergraduate members of Hart House to be elected as prescribed by by-law enacted by the Board of Stewards.

4. Music Committee.

Subject to the authority of the Board of Stewards the duties of the Music Committee shall be as follows:

- a. To arrange for the suitable use of the Music Room and to provide for concerts and other musical activities.
- b. To make such rules as are necessary for preserving and maintaining the room for this purpose.

It shall consist of three senior members of

Section 19.

4. Hart House to be appointed by the Board of Stewards, a graduate member to be appointed by the Board of Stewards and ten undergraduate members of Hart House to be elected as prescribed by by-law enacted by the Board of Stewards.

5. Art Committee.

Subject to the authority of the Board of Stewards the duties of the Art Committee shall be as follows:

- a. To arrange for the suitable use of the Art Gallery by affording facilities for painting, sketching and other practical work in Art; and to provide for lectures, exhibitions and other activities that promote the study of Art.
- b. To make such rules as are necessary for preserving and maintaining the art gallery for this purpose.
- c. To arrange the purchase of pictures for Hart House as funds become available for that purpose.

Title "Sketch Room" changed to "Art."

It shall consist of two senior members of Hart House to be appointed by the Board of Stewards, a graduate member to be appointed by the Board of Stewards, the Keeper of the Prints to be appointed by the Board of Stewards and ten undergraduate members of Hart House to be elected as prescribed by By-Law enacted by the Board of Stewards.

6. Graduate Committee.

There shall be a Graduate Committee whose duties shall be as follows:

- a. To promote social, athletic and other activities of graduate and alumni members within the House.
- b. To make recommendations to the Board of Stewards with regard to all matters especially affecting graduate members.
- c. To recommend to the Board of Stewards the graduate members to be approved by the Board to serve one on each of the various Standing and Special Committees of the House.

Graduate Committee added.

Section 19.

6. It shall consist of eight members who shall be elected annually by and from the graduate and alumni members as hereinafter prescribed: the Warden, who shall be Vice-Chairman of the committee; the Comptroller, as long as he is a graduate of the University of Toronto; and the Secretary of Hart House who shall be Secretary of the committee. The Chairman of the committee shall be elected by the committee.

Section 20. Chairman and Secretary of Committees.
 The Chairman of each of these standing committees shall not be an undergraduate. The Secretary in each case save that of the Finance Committee and of the Graduate Committee shall be an undergraduate and shall be ex officio a steward of Hart House. He shall keep the minutes of the committee and shall report all business to the Board of Stewards. The Warden shall be ex officio a member and Vice-Chairman of all standing and special committees.

Secretary of Graduate Committee should obviously be a graduate.

Section 21. Appointment of Chairman and Election of Secretary of Committees.
 The Chairman shall be appointed by the Board of Stewards except in the case of the Graduate Committee. The Secretary shall be elected in each case as follows: on a date not later than 15th April the Chairman of each committee except the Finance Committee and the Graduate Committee shall call in writing a special meeting of the current committee and those elected or appointed for the succeeding year. At this meeting if twelve or more are present a report of the work of the committee for the year shall be presented and a secretary for the coming year shall be elected.

Graduate Committee added.

Minutes of a special meeting of the Board of Governors held in the Board Room, Simcoe Hall, on Wednesday, April 19th, at 4 p.m., in connection with the matter of certain remarks alleged to have been made by a University professor.

- Present -

The Chairman (Mr. Macdonald)

The Chancellor

Dr. Gibson

Mr. Mc Carthy

Mr. Mc Dougald

Hon. Dr. Bruce

Mr. Oster

Hon. H. T. Kelly

Dr. Russell

The President

Chief Justice Rose

Mr. Mc Connell

Mr. McCulloch

Mr. Rogers

Dr. Anderson

Hon. G. H. Ferguson

Mr. Ross.

The Bursar was present as Secretary

Special Meeting to
consider remarks
alleged to have been
made by a University
Professor.

The Chairman explained that the meeting had been called at the request of the President to receive his report regarding the statement attributed to Professor Underhill.

He stated that the matter had received the attention of a number of the senior Professors and that a Committee appointed by them desired to be heard. This deputation, consisting of Dean Beatty, Professor Kennedy, Professor Innis and Professor Martin, was received.

After the deputation had retired Professor Underhill was requested to attend the meeting and his statement in connection with the matter was received.

After careful consideration it was moved by the Chancellor, seconded by Dr. Russell, and resolved that the President ^{be requested to} prepare a paper embodying all the facts of the situation, and that further consideration be given this matter at a future meeting to be called when the President was ready to report.

The meeting adjourned at 5.40 p.m.

Indep. Bd.

Minutes confirmed
Apr. 27th 1939

Arthur Macdonald
Chairman

Minutes of meeting of the Board of Governors held in the Board Room, Smead Hall, on Thursday, April 27, 1939, at 4 p.m.

- Present -

The Chairman (Dr. Macdonald)	The President
The Chancellor	Chief Justice Rose
Dr. Gibson	Hon. Dr. Ferguson
Mr. F. J. Donnell	Dr. Russell
Mr. Rogers	Mr. Young
Mr. Kelly	Hon. Dr. Bruce
Mr. F. J. Dougald	Hon. Mr. Kelly
Dr. Anderson	

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes Mr. Kelly presented the Estimates of the Connaught Laboratories for the fiscal year 1939-40, which had been deferred from the last meeting, together with a report thereon, and upon motion of Mr. Kelly, seconded by Dr. Russell, the Estimates were approved as follows: -

ESTIMATES

1939-1940

FOR EXPENDITURE ACCOUNT

	<u>1938-39</u>	<u>1939-40</u>
Salaries (as shown in attached list)	\$251,380.	\$266,953.
Pay for overtime and temporary help	7,600.	3,500.
Contributions to Pension Fund and for Insurance	20,000.	20,000.
Inventory of Products Finished and in Process at beginning of the year, less estimated corresponding inventory at end of the year	-	-
Laboratory Supplies and Expenses	235,800.	253,000.
Depreciation Charges	22,000.	20,000.
Connaught Laboratories Fellowships	4,500.	5,500.
Grant for Research in Department of Epidemiology and Biometrics (see Appendix "A" attached hereto)	5,180.	4,842.
Grant for Research in Department of Physiological Hygiene (see Appendix "B" attached hereto)	8,200.	8,025.
Grant for Research in Department of Chemistry in Relation to Hygiene (see Appendix "C" attached hereto)	1,520.	1,100.
Expenditures of Western Division	<u>8,400.</u>	<u>8,800.</u>
	\$564,580.	\$591,720.
Balance for transfer to Reserve	<u>31,420.</u>	<u>45,530.</u>
	<u>\$596,000.</u>	<u>\$637,250.</u>

FOR REVENUE ACCOUNT

Sales	\$555,000.	\$600,000.
Ontario Government Grant	18,000.	14,250.
Interest		
From Connaught Laboratories Research Trust Fund	8,000.	8,000.
From Investments and Bank Balances	<u>15,000.</u>	<u>15,000.</u>
	<u>\$596,000.</u>	<u>\$637,250.</u>

List of Salaries

	Salary Rate as at 31st March, 1939	Proposed Salary 1/4/39 to 31/3/40
<u>Director</u>		
FitzGerald, Dr. J.G. -----	\$7,000.	\$7,000.
<u>Associate Directors</u>		
Defries, Dr. R.D. -----	4,000.	4,000.
Fraser, Dr. D.T. -----	2,000.	2,000.
Best, Dr. C.H. -----	1,500.	1,500.
<u>Assistant Directors</u>		
Moloney, Dr. E.J. -----	2,500.	2,700.
McKinnon, Dr. W.E. -----	4,000.	4,500.
<u>Comptroller</u>		
Hutchison, F. Lorne -----	3,800.	3,800.
<u>Assistant Comptroller</u>		
Boyd, I.W. -----	2,850.	2,850.
<u>Accountant and Assistant Comptroller</u>		
Allen, K.E. -----	2,700.	3,000.
<u>Research Members</u>		
Caulfeild, Dr. H.H.W. -----	1,000.	1,000.
Scott, Dr. D.A. -----	4,350.	4,500.
<u>Research Associates</u>		
Cameron, Dr. D.M. -----	3,800.	3,800.
Craigie, Dr. J. -----	4,000.	4,500.
Fraser, Dr. F.H. -----	3,300.	3,300.
Hare, Dr. R. -----	3,600.	3,700.
MacLean, Dr. D.L. -----	1,400.	1,400.
McHenry, Dr. E.W. -----	3,200.	3,300.
Orr, M.D. -----	3,900.	4,000.
Siebenmann, Dr. C. -----	2,650.	2,650.
Taylor, Dr. E.M. -----	1,700.	1,700.
To be appointed -----		3,000.

Research Assistants

Charles, Dr. A. -----	2,500.	2,500.
Farrell, Dr. L. -----	1,740.	1,800.
Fisher, Dr. A.M. -----	2,100.	2,280.
French, Dr. R.C. -----	2,400.	2,700.
McVicar, Dr. G.A. -----	2,100.	2,200.
Plummer, Dr. H.C. -----	1,500.	1,500.
Ridout, Miss J.E. -----	1,000.	1,000.

Research Assistant (Temporary)

To be appointed -----		1,800.
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Technical Assistants

Corkill, Dr. J.M. -----	1,800.	2,200.
Romans, R.G. -----	1,800.	2,000.
To be appointed -----		1,200.

Research and Clinical Associates

Brown, Dr. M.H. -----	3,400.	3,400.
Silverthorne, Dr. L.N. -----	2,500.	2,500.

Clinical Associate

Hannah, Dr. E. -----	250.	250.
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Veterinarian

Kerslake, Dr. E.G. -----	2,200.	2,250.
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Accounting, Secretarial, Library,
Shipping-Office and Clerical Staff

Gerald, W.P. -----		1,020.
McInnis, J.A. -----	960.	960.
Kinnear, Miss M.H. -----	1,320.	1,400.
Cooke, Miss D.K. -----	1,110.	1,110.
Linney, Miss M. -----	768.	810.
Price, Miss D. -----	636.	678.
Hussey, Miss F. -----	570.	622.
To be appointed -----		2,400.
Finegan, Miss H. -----	1,900.	1,900.
Briggs, Miss R.M. -----	1,200.	1,200.
Somerville, Miss O.E. -----	1,600.	1,600.
Pichler, Miss K. -----	1,200.	1,200.
Graham, Miss E.L. -----	1,350.	1,350.
Rabone, Miss P.J. -----	1,230.	1,230.
Stevenson, Miss P. -----	684.	720.
Johnson, N. -----	1,140.	1,140.
Pujolas, F.E.M. -----	840.	930.
Ferguson, W.A. -----	690.	750.
Turner, E. -----	660.	720.
Tanner, Miss V.M. -----	810.	852.

Rooke, Miss M.D. -----	870.	870.
Beveridge, D. -----	1,020.	1,020.
Pye, S.J. -----	840.	870.
Scott, T.J. -----	720.	720.
Dear, J. -----	540.	582.

Production Foreman

Knowles, W. -----	2,400.	2,400.
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Bacteriologist

Bolton, Miss A.J. -----	1,800.	1,800.
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TechniciansClass A (Range \$1200. to \$2000.)

Campbell, T. -----	1,300.	1,300.
Smith, C.G. -----	1,400.	1,400.
Truran, H. -----	1,300.	1,300.
Scruby, F. -----	1,500.	1,500.
Cairns, R. -----	1,440.	1,440.
Parker, H. -----	1,596.	1,596.
Izatt, G. -----	1,200.	1,300.
Parkinson, W. -----	1,900.	1,900.
Brown, W.H. -----	1,152.	1,260.
Brown, K. -----	1,200.	1,245.

Class B (Range \$840. to \$1200.)

Bishop, A.J. -----	456.	456.
Cooke, Miss J. -----	1,080.	1,080.
Halpern, Miss K. -----	1,080.	1,080.
McLeod, A.J.G. -----	870.	930.
Barnes, W.R. -----	840.	840.
Foulds, S. -----	900.	900.
Jones, H.W. -----	996.	1,032.
Risebrough, M. -----	888.	888.
Ruddell, S. -----	888.	888.
Hanlon, H. -----	1,080.	1,080.
Little, S. -----	1,000.	1,000.
Paterson, T. -----	1,080.	1,080.
Polkinghorne, C.G. -----	1,000.	1,050.

Class B (cont'd)

Davidson, R. -----	840.	900.
Badger, F. -----	810.	895.
Smith, Miss D.C. -----	1,000.	1,000.
Cameron, C.R. -----	810.	870.
Hendren, G. -----	780.	840.

Edson, M. -----	780.	840.
Oster, F. -----	780.	840.
Valentine, D. -----	750.	840.
<u>Class C (Range \$... to \$840.)</u>		
Sharp, H. -----	720.	780.
Proctor, Miss M. -----	654.	684.
Spurgeon, J. -----	750.	798.
Wilson, J. -----	720.	780.
Hamilton, Miss B. -----	660.	720.
Purvis, J. -----	750.	795.
Riehm, W. -----	720.	750.
Ruthosky, E. -----	720.	798.
Johnson, G.J. -----	720.	742.50

Motor Mechanics

Coombes, E. -----	780.	870.
Delaforce, S.R.L. -----	1,290.	1,290.
Janes, W. -----	930.	990.
Schweikert, E. -----	882.	882.

Laboratory Helpers

Fenner, L. -----	660.	660.
Atkinson, G.F. -----	600.	645.
McCammon, D. -----	600.	675.
Joel, D. -----	600.	675.
Harrison, W.D. -----	690.	735.
Newson, N. -----	720.	742.50
O'Dell, R.K. -----	690.	705.
Millar, N. -----	660.	675.
Richards, J. -----	660.	700.
Wright, G.C. -----	624.	672.
Manion, F. -----	480.	555.
Allman, R. -----	540.	600.
Aldom, R.E. -----	660.	728.
Sibbald, A.C. -----	624.	654.
Briers, A. -----	660.	690.

AssistantsClass A (Range \$960. to \$1200.)

Marcus, G. -----	1,100.	1,100.
Keen, G. -----	996.	996.
Grant, T.W. -----	1,200.	1,200.
Harrington, F. -----	1,020.	1,020.
Hobson, W. -----	1,020.	1,020.

Sentance, L. -----	1,020.	1,020.
Ralston, Miss M.H. -----	1,050.	1,080.

Class B (Range \$780. to \$960.)

MacIntyre, M. -----	960.	960.
Beadle, F. -----	840.	840.
Patterson, R. -----	810.	852.
Patterson, G. -----	840.	840.
Waller, F.G. -----	840.	840.
Fisher, Miss C. -----	840.	840.
McCoach, Mrs. J. -----	806.	806.
Camp, Miss V. -----	840.	840.
Murphy, Miss A. -----	780.	810.
Poole, Miss M. -----	840.	840.
Saunders, Miss E. -----	810.	810.
Phillips, Miss M.B. -----	960.	960.
Linton, Miss M. -----	960.	960.
Moon, Miss M. -----	840.	870.

Class C (Range \$... to \$780.)

Brill, C. -----	720.	720.
Green, Miss F. -----	720.	720.
Holliwell, A. -----	684.	735.
Vowles, L. -----	720.	747.
Phillips, R. -----	600.	690.
Miller, G.R. -----	624.	720.
Jackson, Miss L. -----	678.	720.
Maggs, Miss I. -----	702.	702.
Young, Miss N. -----	648.	659.
Bragg, Miss R. -----	636.	654.
Bryden, Miss M. -----	672.	672.
Mark, Miss D. -----	636.	660.
McLeod, Miss B. -----	654.	666.
McLeod, Miss H. -----	672.	720.
McNeill, Miss M. -----	684.	684.
Proudfoot, Miss M. -----	684.	684.
Ralph, Miss M. -----	654.	696.
Woodward, Miss M. -----	655.	655.
Lipsett, Miss L. -----	690.	720.
Bailey, Miss I. -----	672.	672.
Brett, Miss M. -----	608.	608.
Coughey, Miss E. -----	606.	618.
Duncan, Miss M. -----	618.	630.
Fleetham, Miss J. -----	630.	642.
Godfrey, Miss M. -----	636.	648.

Higgs, Miss M. -----	624.	636.
Jolly, Miss C. -----	606.	606.
Lewis, Miss L. -----	630.	654.
Midgley, Miss W. -----	660.	672.
Paterson, Miss M. -----	648.	660.
Potts, Miss E. -----	672.	672.
Vores, Miss G. -----	618.	636.
Waite, Miss N. -----	618.	630.
Bell, Miss E. -----	530.	590.
Buchanan, Miss E. -----	530.	590.
Burns, Miss D. -----	530.	590.
Adams, Miss I. -----	562.	620.
Trimble, Miss M. -----	562.	620.
Curtright, Miss C. -----	562.	620.
Wood, Miss E. -----	562.	620.
Kennedy, Miss D. -----	530.	594.
Collins, Miss J. -----	507.	598.
Newport, Miss N. -----	484.	600.
Bahry, Miss O. -----	636.	654.

AttendantsClass A (Range \$900. to \$1200.)

Cornford, P. -----	1,080.	1,080.
Holgate, J. -----	1,000.	1,050.
Houghton, W.A. -----	1,170.	1,170.
Shier, F. -----	960.	960.

Class B (Range \$720. to \$900.)

Garnet, W. -----	750.	750.
Evans, G. -----	900.	900.
McNally, E. -----	720.	780.
Smith, W. -----	780.	780.
Webb, Miss E. -----	792.	792.

Class C (Range \$... to \$720.)

Whyte, Miss J. -----	390.	390.
Malcolm, Mrs. M. -----	510.	510.
Fenton, W. -----	180.	180.
Powell, Miss E. -----	660.	690.
Shail, Miss J. -----	630.	648.
Watt, Miss A. -----	600.	642.
Derry, M. -----	510.	585.

Farm Superintendent

Double, A. -----	1,800.	1,800.
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Farm HelpersClass A (Range \$1000. to \$1250.)

Gwillim, E. -----	1,140.	1,140.
Lippett, F. -----	1,020.	1,020.
McKend, T. -----	1,000.	1,050.
Sanderson, J. -----	1,050.	1,050.
Sherman, J. -----	1,250.	1,250.

Class B (Range \$840. to \$1000.)

Ince, H. -----	990.	990.
Knight, H.W. -----	840.	915.
Page, F. -----	1,000.	1,000.
Phillips, W. -----	1,000.	1,000.

Class C (Range \$... to \$840.)

Fowler, L. -----	720.	750.
McMullen, A. -----	600.	660.
McNamara, I. -----	750.	810.
Baker, C. -----	780.	780.
Blomme, J. -----	600.	690.
Foord, S. -----	630.	690.
Gillan, C. -----	600.	660.
Hayden, A. -----	630.	690.
Line, H. -----	630.	690.
McRae, C. -----	660.	720.
Williams, L. -----	540.	600.
Rollinson, J. -----	630.	690.
Noble, R. -----	630.	690.
Dunn, G. -----	690.	720.
Hill, H. -----	600.	660.
Robson, G. -----	624.	750.
Kelly, W. -----	416.	468.
Angliss, C. -----	468.	520.

Total	\$266,953.
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Salaries included in Expenditures of Western Division

	<u>1938-39</u>	<u>1939-40</u>
Dolman, Dr. C.E., Research Member -----	2,000.	2,400.
Research Assistant to be appointed -----	2,600.	2,600.
Technicians (two)		
(To be appointed) -----	1,380.	1,590.
Jefferies, F., Laboratory Helper -----	540.	603.
		<u>\$7,193.</u>

DEPARTMENT OF EPIDEMIOLOGY AND BIOMETRICS

Request for grant from the Connaught Laboratories in
aid of certain research studies during session 1939-1940

A. SALARIES

Fellow in Virus Research	
Dr. A.S. Lazarus	\$1,500.
Fellow in Epidemiology	
To be appointed	1,500.
Laboratory Assistants	
Miss S. McCausland (part-time) - including contri- bution on account of her participation in University Pension Scheme	460.
Robert Moore	780.
	<u>\$4,240.</u>

B. <u>SUPPLIES AND FIELD EXPENSES</u>	602.
TOTAL.....	<u>\$4,842.</u>

C. RESEARCH1. The Mechanism of Neutralization of Vaccine Virus by Immune Serum

- (a) Comparative study of (i) the skin of the rabbit and (ii) the chorioallantoic membrane of chick embryos for the estimation of inactivation (as distinct from masking) of the virus.
- (b) The possible role of the X agglutinins in the neutralization of vaccine virus.

2. Serological Studies of Vaccine Virus

- (a) Further serological studies of the X agglutinins for elementary bodies.
- (b) Comparison of vaccine virus with cowpox vera (in view of the reports by A.W. Downie that the two viruses show minor serological and immunological differences).

3. Photomicrographic Studies of the Intracellular Development of Various Strains of Vaccine Virus and the Relationship of the Virus to the Guarneri Bodies: extension of the method of ultraviolet staining and application to other viruses.4. Vi Bacteriophages

Further study of Vi phages in connection with problems of the nature of phage and the phenomena of mutation and variation of viruses.

5. Rabies

- (a) Further investigation of the complement-fixation reaction with rabies virus and its application to the study of this virus.
- (b) Continuation of tissue-culture studies of rabies virus.
- (c) Application of complement-fixation test to improvement in methods of tissue culture.
- (d) Modification of methods for the preparation of rabies vaccine.

6. Poliomyelitis

Attempted extension of virus complement-fixation technique to this virus.

D. STATISTICAL STUDIES

- 1. Analysis of the records of diphtheria toxoid immunization in Toronto during 1937 and 1938.
- 2. Cancer: a detailed analysis of the mortality in Ontario, 1909-1938, by site and age with special supplementary information from the clinics in Ontario.
- 3. Analysis of costs of public health services in municipalities in Ontario, 1938.
- 4. Statistical study of the incidence of venereal disease in Canada.
- 5. Comparative study of the form of presentation and the data in annual reports of the registrar-generals of the nine provinces.

ESTIMATES FOR PROPOSED RESEARCH IN PHYSIOLOGICAL HYGIENE
TO BE PROVIDED FOR BY GRANT FROM THE CONNAUGHT LABORATORIES
FOR THE YEAR 1939-1940

Appendix "B"

A. SALARIES

Research Assistant
Miss E.G. Gavin, M.A. \$ 1,650.

Technical Assistant
Miss N. Thompson (including contribution on account
of her participation in University Pension
Scheme) 925.

B. EQUIPMENT, APPARATUS AND SUPPLIES 3,500.

C. MAINTENANCE OF RAT COLONY 1,950.

TOTAL \$ 8,025.

Nature of Research

- (1) Periodic health examination of staff.
- (2) Application of physiology of special senses to preventive medicine.
- (3) Research in industrial hygiene: methods of determining toxicity to man of chemical substances used in industry.
- (4) Studies in fat metabolism.
- (5) Caloric and nutritive value of Canadian foods.
- (6) Studies on vitamin C.
- (7) Studies on ventilation.
- (8) Study of possible uses for heparin (blood anti-coagulant).
- (9) Studies on vitamin B complex.

SUB-DEPARTMENT OF CHEMISTRY IN RELATION TO HYGIENE

Request for grant from the Connaught Laboratories in aid
of certain research studies during session 1939-1940

A. SALARIES

Research Assistant (temporary) \$ 600.

B. EQUIPMENT, SUPPLIES AND EXPENSES 500.

\$1,100.

C. RESEARCH

Studies of detoxifying effect of bile.

Also arising out of the minutes the following by-law in connection with the revisions in the Constitution of Hart House was introduced, and upon motion of Mr. McDonald, seconded by Dr. Ferguson, was passed:-

By-Law Number 66
Respecting the Constitution of Hart House.

Be it Enacted by the Governors of the University of Toronto as follows:-

By-Law Number 49 passed on the twenty-third day of October, 1924, as amended by By-Laws Numbers 55, 56 and 63 passed, respectively, on the twenty-sixth day of May, 1927, the twenty-third day of June, 1927, and the twenty-third day of May, 1929, is hereby further amended as follows:-

1. Section 5 is deleted and the following substituted therefor:-

"There shall be paid to the Bursar of the University by each male undergraduate attending classes in the University an annual fee for membership in Hart House of twelve dollars (\$12.00); this fee to be considered as due and payable upon the respective dates specified for payment of tuition fees in each particular faculty or college in which the student is enrolled. It is understood that whatever fees are not

paid on or before the above respective dates will fall under the general fee of \$1.00 a month as penalty.

2. In Section 11, first paragraph, after the word "vote" the words "unless members of Hart House Committees when they have the right to vote" are inserted.

3. In Section 12, Sub-Section 7, the words "Hart House" are deleted and the words "Graduate Committee" substituted therefor.

4. In Section 12, Sub-Section 8, the words "Student Christian Association" are deleted and the words "Student Christian Movement" substituted therefor.

5. In Section 12, Sub-Sections 12-17 are changed to Sub-Sections 12-15.

6. In Section 12 a new Sub-Section 16 is added as follows:-
"The Comptroller of Hart House who shall act as Secretary."

7. In Section 18 (b) the words "Student Christian Association" are deleted and the words "Student Christian Movement" substituted therefor; also the words "Lecture Room" are deleted and the words "Debate's Room" substituted therefor.

8. In Section 18 (d) the words "sitting room" are deleted and the words "the two upstairs sitting rooms" substituted therefor.

9. In Section 19, Sub-Section 1, second paragraph, after the words "the Comptroller of Hart House" the words "the Assistant Comptroller of Hart House" are inserted.

10. In Section 19, Sub-Section 2, paragraph (b) is deleted and the following substituted therefor:-

"To undertake the regular inspection of the House except those parts now under the jurisdiction of other Standing or Special Committees and to propose such repairs, alterations and additions to the building and equipment and such changes in administration as may be deemed advisable."

11. In Section 19, Sub-Section 2, paragraph (d) is deleted and the following substituted therefor:-

"To consider the financial statements of the House and Hall for each month and changes in the price of meals, in food or in service."

12. In Section 19, Sub-Section 2, the second paragraph is deleted and the following substituted therefor:-

"It shall consist of two faculty members to be appointed by the Board of Stewards, one graduate member to be appointed by the Board of Stewards, the Comptroller (or the Assistant Comptroller) of Hart House, ten undergraduate members of Hart House to be elected as prescribed by By-Law enacted by the Board of Stewards of Hart House, one undergraduate representative appointed by the Directorate of the Athletic Association and one undergraduate

representative of the Ontario College of Education."

13. In Section 19, Sub-Section 3 relating to the Hall Committee is deleted.

14. In Section 19, Sub-Section 4 relating to the Library Committee now becomes Sub-Section 3.

15. In Section 19, Sub-Section 5 relating to the Music Committee now becomes Sub-Section 4.

16. In Section 19, Sub-Section 6 relating to the Billiard Committee is deleted.

17. In Section 19, Sub-Section 7 now becomes Sub-Section 5, and the words "Sketch Committee" are deleted and the words "Art Committee" substituted therefor.

18. In Section 19, Sub-Section 7 (now Sub-Section 5), (a) and (b), the words "Sketch Room" are deleted and the words "Art Gallery" substituted therefor.

19. In Section 19, Sub-Section 7 (now Sub-Section 5), second paragraph, after the words "Prints" the words "to be appointed by the Board of Stewards" are inserted.

20. In Section 19, after Sub-Section 7 (now Sub-Section 5), a new Sub-Section 6 relating to the Graduate Committee is added as follows:-

"There shall be a Graduate Committee whose duties shall be as follows:

(a) To promote social, athletic and other activities of graduate and alumni members within the House.

(b) To make recommendations to the Board of Stewards with regard to all matters especially affecting graduate members.

(c) To recommend to the Board of Stewards the graduate members to be approved by the Board to serve on each of the various Standing and Special Committees of the House.

It shall consist of eight members who shall be elected annually by and from the graduate and alumni members as hereinafter prescribed: the Warden, who shall be Vice-Chairman of the Committee; the Comptroller, as long as he is a graduate of the University of Toronto; and the Secretary of Hart House who shall be Secretary of the Committee. The Chairman of the Committee shall be elected by the Committee.

21. In Section 20, after the words "Finance Committee" the words "and of the Graduate Committee" are inserted.

22. In Section 21, after the words "Stewards" the words "except in the case of the Graduate Committee" are inserted; also after the words "Finance Committee" the words "and the Graduate Committee" are inserted.

Passed the twenty-seventh day of April, 1939.

(Sgd) D. Bruce Macdonald (L.S.)
Chairman

Also arising out of the minutes there was read the following report from the Committee re Health Service of Students within the University, and upon motion of the Hon. Dr. Bruce, seconded by Mr. Mc Dougald, the report was adopted: -

To the Board of Governors,
University of Toronto.
Gentlemen: -

Your Committee begs to report that it held a meeting on Tuesday, April 25th, at which the following were present

The Chairman	The President
Hon. Dr. Bruce (Convener)	Dr. Anderson
Mr. Mc Dougald	Mr. Mc Donnell
Dr. Ryerson	Dr. Porter
The Bursar.	

Your Committee took up for consideration the report of the Special Committee appointed by the Council of the Faculty of Medicine to investigate and report upon a proposal regarding the University Health Service, which had been referred to it at the last meeting of the Board. Your Committee is very much impressed with the desirability of carrying out in general the arrangements proposed in this report but feels that while the scheme outlined is a desirable one, the financial conditions, including the increase in fees for 1939-40, do not warrant its adoption at the present time. It is therefore recommended that a communication be sent to Dr. Ryerson requesting him to have the above-mentioned Special Committee of the Council of the Faculty of Medicine continue, and that this matter be again considered at a future date; it being understood, however, that if possible provision be made in the meantime to increase the health service facilities now available.

Respectfully submitted,
(Sgd.) H. A. Bruce

Chairman

Also arising out of the minutes there was presented a further letter from the Canada Life Assurance Company Staff Association, in connection with the use of the Aura Lee Grounds, asking for permission to play tennis on Sunday and requesting certain repairs to the showers at these premises. The Board agreed to make the necessary repairs but decided that they would not grant permission for the use of the tennis courts on Sunday.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names: -

E. A. Macdonald, Director of Student Aid and Placement	- without salary
W. B. Buscombe, Assistant, Department of Astronomy, Faculty of Arts, for June, 1939	- \$75.
Allan Atkins, Assistant in the Library, Faculty of Dentistry, from 22 April to 17 June 1939, (vice G. Mims resigned.)	- 7. per week
<u>Special Research:</u>	
R. J. Cross, Research Assistant, Department of Mechanical Engineering, for May and June 1939	- \$165. per month
Humphrey Carver, Research Assistant, School of Architecture, for 3 months from 15 March 1939	- 100. per month

The following transfers in appropriations were granted: -

Library:

From "Books, Periodicals, etc."

To "Occasional Assistance"

- 200

University Extension and Publicity:

From "Publicity"

To "Advertising"

- 150.

Upon the recommendation of the President, Professor J. B. Dyer of the Department of Mining Engineering was granted an extension of sick leave to 30th June next on full salary, to be retired from the service of the University as from 1st July, 1939. The Board expressed their regret at Professor Dyer's continued illness.

Also upon the recommendation of the President leave of absence with full salary was granted to Professor J. B. Anderson of the Department of Philosophy for the Michaelmas Term (October to December) 1939, to permit him to consult documents in England in order to complete a work on the development of the philosophy of John Locke.

The Estimates of the Students' Administrative Council for the fiscal year 1939-40 were presented and upon motion of the President, seconded by Dr. Russell, were approved as follows: -

ADMINISTRATION AND CONTROL

	1937-38 <u>Actual</u>	1938-39 <u>Budget</u>	1938-39 <u>Actual</u>	1939-40 <u>Budget</u>
<u>REVENUE:</u>				
Fees from Bursar	10794.00	10700.00	11500.00	11000.00
Direct	318.00	300.00	303.00	300.00
Fees held by Bursar re salaries	4400.00	4600.00	4600.00	4700.00
Interest on Investments	860.93	850.00	854.93	800.00
	<u>16372.93</u>	<u>16450.00</u>	<u>17257.93</u>	<u>16500.00</u>
<u>EXPENDITURE:</u>				
Salaries	6334.25	7291.00	6644.00	7306.00
Grants - Committee on Sporting Activities	650.00	650.00	650.00	650.00
- Literary and Debates - Men	60.00	60.00		100.00
- Women		50.00		35.00
- Committee on Women's Affairs	118.53		24.50	
- University Symphony Orchestra	116.98	100.00	120.26	100.00
N.F.C.U.S. (6¢ per student)	350.21	350.00	362.56	350.00
N.F.C.U.S. Debate	16.74			
Australian Debaters	80.64	125.00	126.40	
Dinner, S.A.C. to Varsity	76.50	100.00	90.91	100.00
Wreath, Soldiers' Tower	10.00	15.00	10.00	10.00
Audit	200.00	200.00	200.00	200.00
Telephones	174.50	180.00	239.19	220.00
Stamps	105.10	110.00	120.27	120.00
General Office Expenses	445.96	411.00	598.55	450.00
Sundry	420.45	400.00	444.03	400.00
Students' Directory	756.00			
Convocation Garden Party	584.65		600.00	
Undergraduate Employment Bureau		100.00	34.37	100.00
Depreciation on Furniture and Fixtures	17.45	17.55	45.64	45.64
	<u>10517.96</u>	<u>10159.55</u>	<u>10511.18</u>	<u>10166.64</u>
Gross Surplus	5854.97	6300.45	6746.75	6613.36
Less Amount for Publications	4520.63	5456.25	4474.89	5357.00
	1334.34	844.20	2271.86	756.36
Ring and Pin Advertising	272.94		518.94	
Net Surplus	<u>1061.40</u>	<u>844.20</u>	<u>1952.92</u>	<u>756.36</u>

VARSLITY

	1937-38 <u>Actual</u>	1938-39 <u>Budget</u>	1938-39 <u>Actual</u>	1939-40 <u>Budget</u>
<u>REVENUE:</u>				
Advertising	5717.45	5500.00	5634.02	5500.00
Subscriptions	35.00	30.00	37.55	30.00
Sundry	10.00	10.00	13.00	10.00
	<u>5762.45</u>	<u>5540.00</u>	<u>5684.57</u>	<u>5540.00</u>
<u>EXPENDITURE:</u>				
Printing	6095.95	6000.00	6386.15	6100.00
Editorial Expenses	123.49	200.00	170.98	200.00
Advertising Costs	171.03	150.00	234.26	150.00
Staff Salaries	1375.70	1401.00	1385.00	1401.00
Advertising Commission (agency)	263.00	250.00	374.21	350.00
Stamps	75.00	80.00	85.00	80.00
Bicycle	7.50	30.00	.50	30.00
Staff Party	75.00	75.00	75.00	75.00
Mailing Lists	50.00	50.00	42.50	50.00
General Expenses, Supplies and Sundry	194.16	125.00	110.12	125.00
Sporting Editor's Travelling Allowance	100.00	100.00	92.50	100.00
Passes	174.05	100.00	104.60	100.00
Discounts	74.84	65.00	60.62	65.00
Advertising	67.33	50.00	43.24	50.00
Bad debts written off		50.00	25.00	50.00
Varsity Literary Issue Prizes	35.00	50.00	36.00	30.00
	<u>8832.60</u>	<u>8781.00</u>	<u>9227.70</u>	<u>8962.00</u>
AMOUNT REQUIRED TO BE MET BY FEE:	<u>3070.15</u>	<u>7241.00</u>	<u>2543.73</u>	<u>3422.00</u>

TORONTONENSIS

	1937-38 <u>Actual</u>	1938-39 <u>Budget</u>	1938-39 <u>Actual</u>	1939-40 <u>Budget</u>
<u>REVENUE:</u>				
Advertising	455.00	450.00	465.00	450.00
Space Contracts	2550.00	2450.00	2556.50	2450.00
Subscriptions	572.50	450.00	533.00	450.00
Sundry	106.50	50.00	75.50	50.00
	<u>5684.00</u>	<u>3400.00</u>	<u>3690.00</u>	<u>3400.00</u>
<u>EXPENDITURE:</u>				
Printing	2328.43	2700.00	2315.86	2700.00
Engraving	1587.60	1550.00	1609.20	1650.00
Binding	608.37	700.00	661.77	700.00
Advertising Commission (agency)	6.00	10.00	6.00	10.00
Editor's Salary and Bonus	215.00	215.00	215.00	225.00
Photographic Costs	82.20	75.00	87.15	75.00
Staff Party	19.45	30.00	28.00	30.00
Stamps	5.00	5.00	5.00	5.00
Advertising	199.72	200.00	181.90	200.00
Sundry Expenditures	102.22	100.00	82.40	100.00
	<u>5154.04</u>	<u>5585.00</u>	<u>5392.28</u>	<u>5695.00</u>
<u>AMOUNT REQUIRED TO BE MADE UP FROM THIS:</u>	<u>1470.04</u>	<u>2185.00</u>	<u>1702.28</u>	<u>2295.00</u>

STUDENTS' HANDBOOK

	1937-38 <u>Actual</u>	1938-39 <u>Budget</u>	1938-39 <u>Actual</u>	1939-40 <u>Budget</u>
<u>REVENUE:</u>				
Advertising	1195.00	1200.00	1153.50	1150.00
Subscriptions	75.00	50.00	20.15	20.00
	<u>1268.00</u>	<u>1250.00</u>	<u>1173.65</u>	<u>1170.00</u>
<u>EXPENDITURE:</u>				
Printing	1202.04	1200.00	1360.26	1250.00
Commissions (agency)	6.15	10.00	3.75	10.00
Sundry Expenditures		10.00		10.00
Advertising	40.25	40.25	38.92	40.00
	<u>1248.44</u>	<u>1260.25</u>	<u>1402.93</u>	<u>1310.00</u>
Profit:	<u>19.56</u>	Deficit:	Deficit:	Deficit:
		<u>10.25</u>	<u>229.28</u>	<u>140.00</u>

(COPY)

STUDENTS' ADMINISTRATIVE COUNCIL
UNIVERSITY OF TORONTO

STATEMENT SHOWING DETAILS IN CONNECTION WITH THE SALARIES IN THE
ESTIMATES OF THE STUDENTS' ADMINISTRATIVE COUNCIL FOR THE FISCAL YEAR 1939-40

The total spent in salaries in 1937-38 was \$6334.25. This was arrived at as follows:

General Secretary-Treasurer	\$ 3700.00
Associate Secretary	900.00
Assistant	1091.50
Office Boy	299.25
Office Assistants	343.50

In the 1938-39 budget the total amount set out for salaries was \$ 7292.00, made up as follows:

General Secretary-Treasurer	\$ 3700.00
Associate Secretary	900.00
Assistant	1092.00
Office Assistants	1200.00
Office Boy	400.00

The actual amount paid in salaries for 1938-39 was \$6844.00 made up as follows:

General Secretary-Treasurer	\$ 3700.00
Associate Secretary	900.00
Assistant	1144.00
Office Assistants	782.00
Office Boy	318.00

The budget for salaries for 1939-40, following the motion passed at the last meeting of the Students' Administrative Council, is \$7306.00 made up as follows:

General Secretary-Treasurer	\$ 3800.00
Associate Secretary	900.00
Assistant	1196.00
Assistant	1092.00
Office Boy	318.00

The \$3700 in the salary of the General Secretary-Treasurer, you will recall, included a \$200 bonus passed by the Students' Administrative Council, which was sent to you from this office and which was subsequently sent to the General Secretary-Treasurer.

The Board discussed the question of whether the salary of the Warden of Hart House might not be absorbed in the Estimates of Hart House instead of being charged to the general revenue of the University as at present, and the matter was referred for consideration and report to the Standing Committee on Hart House.

Following this discussion the Hon. Dr. Ferguson was appointed a member of the Hart House Committee

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Communications were presented and dealt with as follows: -

From Chancellor Wallace of Victoria College stating that in connection with the recent increase in fees it was the hope of the federated colleges that the same proportionate distribution, i.e. one-third to the colleges and two-thirds to the University would apply to the fees for the Commerce and Finance Course. Upon the recommendation of the President the Board decided to approve of a distribution of the fees for this course of one-third to the College and two-thirds to the University, their decision, however, being without prejudice to any future arrangements that may be made.

From Mr. John Harper, Barrister of Philadelphia, regarding provision for a scholarship to the University of Toronto under the Will of the late Mrs. Jean Glasgow as follows: -

April, 1939.

University of Toronto
Toronto, Canada
Gentlemen:

I represent Mr. Charles S. Glasgow and Mrs. Ella M. Hamilton, Executors under the Last Will and Testament of Jean Glasgow, deceased.

Mrs. Glasgow made provision for a scholarship in the University of Toronto in the 14th paragraph of her will which reads as follows:

"14. I give and bequeath to the Girard Trust Company, of Philadelphia, the sum of ten thousand Dollars (\$10,000.00) In Trust to perpetually pay the net income therefrom to the University of Toronto, at Toronto, Province of Ontario, Canada, in memory of my Father, John Macara, to be used as received for the maintenance of a scholarship at said University for some worthy student or students and to be known as the "John Macara, Barrister of Goderich, Scholarship"; and I direct further that any of my blood kin applying for the benefits of said scholarship, shall from time to time be given preferential consideration by the said University in awarding it. I also direct that my Trustee, in investing said sum, shall not be limited to what are known as legal investments and that it shall not be liable for any loss or losses which may arise from any investments made in good faith."

This trust fund will not be set up until the audit of the Executors' account which will not be held for perhaps another year.

Very truly yours
(Sgd.) John Harper.

The Secretary was directed to ask Mr. Harper to advise the relatives of the late Mrs. Glasgow that the Board were extremely pleased to accept this bequest and desired to express their appreciation of the same. The matter was referred to the Senate for consideration of the academic details.

From Dr. J. A. Hume to the Chairman, asking him to convey to the members of the Board his most sincere thanks for the beautifully illuminated address presented to him upon his retirement as Bursar and Secretary to the Board of Governors of the University of Toronto, and his great appreciation of the Board's kindnesses shown to him for so many years.

Report No. 133 of the Finance Committee was read as follows and upon motion of Mr. Mc Connell, seconded by the Hon. Mr. Kelly was approved, with the inclusion at the end of paragraph 9, page 2, of "The University Solicitor": -

The Finance Committee beg to report to the Board of Governors: Your Committee has met with Colonel Gordon and Mr. W. Ginn, representing the University Auditors (Messrs. Clarkson, Gordon, Dilworth & Co.), and considered the matter of University Trust Funds.

After lengthy consideration your Committee recommends: -

1. That Trust Fund securities and cash be segregated from and continuously kept separate from other University securities and cash.
2. That from among unallocated securities now owned by the University there be assigned to Trust Funds, securities in amount sufficient to raise the total of such assigned securities to the total of existing Trusts.
3. That the securities and cash of any additional Trusts be continuously kept separate as herein provided.
4. That the custodian of securities be informed and kept informed of the description and amount of securities so earmarked to Trusts.
5. That the custodian be instructed to deposit all revenue and proceeds of such assigned Trust securities in a separate bank account to be kept open under the title of "The Governors of the University of Toronto Trust Funds Account."
6. That the Bursar be instructed that cash coming into his possession which is properly creditable to Trust Funds shall be deposited in such separate trust bank account, and that all disbursements made by him on account of such Trusts shall be cleared through such separate trust bank account.

7. That to such extent as it may be lawful to do so securities not assigned to various trusts (up to an amount sufficient to cover all trust funds) shall be treated as a group, and that the total income from the securities assigned to this group shall be distributed among the trusts to which specific securities are not assigned in the books of the University kept by the Bursar for that purpose.
8. That authority to select, purchase, arrange custody and dispose of securities now or hereafter held by or for the benefit of any unit or department of the University which is or which may become subject to the jurisdiction of the Board of Governors be centralized under direct supervision of the said Board, and that necessary action be taken by the Board to cause prompt transfer to its jurisdiction of any securities now so held.
9. That a Sub-Committee be appointed to report to the Finance Committee as to methods under which details of recommended changes shall be accomplished. Such Sub-Committee to consist of three members of the Board, together with the Auditors and the Bursar.

If this suggested method of procedure is approved, your Committee recommends the appointment of Mr Osler, Chairman of the Finance Committee, Mr. W. Donnell and Mr. Ross.

All of which is respectfully submitted.
(Sgd.) J. G. Osler.

Chairman

17th April, 1939.

The Chairman and the Bursar were authorized to sign the form of proxy for the Annual and Special General Meeting of the Consolidated Mining and Smelting Company to be held on April 28th, 1939

In accordance with notice previously given
It was moved by the Chancellor.

Seconded by Dr. Ferguson
And Resolved,

That a Committee composed of the Chairman, the Vice-Chairman, the President, the Hon. Mr. Justice Kelly, the Hon. Mr. Ferguson, the Hon. Dr. Bruce, Mr. Young and the mover, be and is hereby appointed to consider and report, what, if any, rules of procedure it would be advisable for the Board to adopt.

There was no second motion presented by the Chancellor (see page 355)

The President read a letter which he had received from Lord Baldwin conveying his thanks for the wonderful treatment accorded him during his visit here to deliver the inaugural addresses in connection with the Sir Robert Falconer Lectureship.

It was moved by the Hon. Dr. Bruce,
Seconded by Mr. Mr. Dougald,
And Resolved,

That this Board go on record as expressing its appreciation to Dr. Russell for his efforts in raising the funds which have made the Sir Robert Falconer Lectureship possible, and further that the Secretary be instructed to convey the gratitude of the Governors to President body, the Hon. Vincent Massey, the Registrar, and all those who assisted in the inauguration of the lectureship and who brought to such a happy conclusion this outstanding event.

Dr. Russell will make a full report when all expenses in connection with the lectureship have been paid.

The Chancellor informed the Board that he would shortly visit the University of Western Ontario, and the Board instructed the Secretary to have the Chancellor's gowns made available for this occasion.

The meeting adjourned at 5.45 p.m.

Indefect
9th B.

Minutes confirmed
May 11 1939

Arthur Macdonald
Chairman.

Minutes of meeting of the Board of Governors held in the Board Room, Smcove Hall, on Thursday, May 11th, 1939, at 4.15 p.m.

- Present -

The Chairman (Dr. Macdonald)

The President

Mr. McDonnell

Mr. McDougald

Dr. Anderson

Hon. Dr. Bruce

Dr. Russell

Mr. Osler

Hon. Dr. Kelly

Mr. Young

Mr. Rogers

Chief Justice Rose

The Bursar was present as Secretary.

The minutes of the last meeting were read and confirmed.

Arising out of the minutes there were read letters from Trinity and Victoria Colleges expressing appreciation of the action of the Board in approving of a distribution of one-third to the college and two-thirds to the University of the increase in fees for the Commerce and Finance course.

The following appointments were made upon the recommendation of the President and the salaries were fixed at the amounts set opposite the respective names:-

Assistants in the Department of Chemistry, for June, 1939:

J. G. Goddard	-	\$75	-	W. A. Tidridge	-	\$75.
E. A. Hollingshead	-	75.	-	M. Wayman	-	75.
W. J. Hornbrook	-	75.	-	H. A. Dewick	-	50.
E. J. Spencer	-	75.				

M. S. Peters, Assistant Demonstrator, Department of Radiology, for the Session 1938-39 - \$100.

Special Research - Botany:

Research Assistants for June 1 to 15, 1939:

M. W. Danner	-	\$40.	-	H. M. Harrison	-	\$30.
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Research Assistants for June 1939:

A. R. Gopalayenger	-		B. B. Hillary	} \$75. each
A. J. V. Lehmann	-		W. R. Watson	
K. A. Glendenning	-		Miss S. Jacey	} \$60. each.
C. H. Haldenby	-		D. H. Hamby	
C. D. McKeen	-		L. T. Richardson	
A. J. Skolko	-			

For 1939-40

Ontario College of Education:

The following to be effective from 1 July, 1939:

G. N. Bramfitt, Lecturer in Diction and Voice Production and Instructor in University Schools

L. R. Bell, Lecturer in Music and Instructor in University Schools - \$3,000.

W. B. Gray, Instructor in University Schools (vice J. B. Irwin, retired) - 2,400.

Mrs L. Simpson, Library and Clerical Assistant - 1,100.

Mrs. Catherine Grant, Clerical Assistant - 1,100.

The following for the year 1939-40:

J. W. Morrow, Instructor in University Schools (vice J. B. Mills, retired) - 3,500.

Department of Educational Research:

Research Assistants:

J. W. Winkler - \$2,600. - R. W. B. Jackson - 1,700.

Miss K. M. Hobday, Secretary and Research Assistant - 1,900.

Clerical Assistants:

Miss M. Graham - \$1,300 - Miss M. Spalding - 1,200.

Instructors in the Library School:

Mrs L. H. Smith, Work with Boys and Girls - 450.

W. S. Wallace, College and University Libraries - 350.

Mrs J. Merchant, School Libraries - 150.

Angus Howat, Administration of Libraries - 150.

Mrs M. Edna M. Poole, Special Libraries - 150.

C. R. Sanderson, Circulation of Books - 150.

Miss J. Trotter, Story Telling - 150.

University Extension and Publicity - Summer Session:

Instructors for the year 1939-40:

Pass Course for Teachers:

English:

Dr. Florence A. Smith - \$420. A. E. Birney - 420.

French:

J. G. Anderson - 420. W. B. Trethewey - 420.

Political Economy:

J. H. Hitchens - 420.

Psychology:

H. S. Bernhardt - 420. Miss M. Loeb - 150.

S. N. Z. Ghant - 420. J. J. Tobin - 150.

History:

R. M. Saunders - 420. G. W. Brown - 210.

D. J. Mc Dougall - 210. R. G. Fiddell - 210.

D. G. Brighton - 210.

Mathematics:

Richard Brauer	-	\$420.	Miss M. E. G. Waddell	-	\$420
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Latin:

M. D. C. Tait	-	420.	L. A. Mackay	-	420.
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Philosophy:

W. J. McBurdy	-	420	Herbert Johnson	-	420.
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Geography:

Griffith Taylor	-	420.	Miss M. Brookstone	-	300.
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Biology:

R. R. Langford	-	420.	G. Morley Neal (Assistant)	-	150.
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Chemistry:

J. J. Rae	-	420.	M. H. Thomas (Assistant)	-	150.
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W. Banton (Laboratory Assistant)	20.
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Courses in Pedagogy:

J. E. Coombs	}	Science of	- 350.
J. W. Minkler		Education	- 140.
A. H. Wingfield	}	Educational Psychology	- 280
R. W. B. Jackson			- 140.
C. E. Phillips	-	History of Education	- 350.
M. A. Cameron	-	Educational Administration	- 350.

Public School Supplementary Course:

J. E. Coombs.	-	Principal and Science of Education	- 125.
A. T. McLachlan	-	School Management, Manual Training, Health and Physical Education	- 350.
A. A. Martin	-	Agriculture	- 125.
Miss L. L. Ockley	-	Home Economics	- 125.
Miss Dorothy Dickerman	-	Health and Physical Education (Women)	- 125.
Miss Annette Marsh	-	Art	- 125

Library School Course:

Miss W. G. Barnstead	-	Reference Work and Use of Government Documents	- 150.
Miss Bertha Bassam	-	Cataloguing and Classification	- 150.
Miss M. E. Silverthorn	-	Contemporary Literature and Book Selection	- 150.
Miss L. H. Smith	}	Work with Boys and Girls	- 75.
Miss Frances Trotter		and Story Telling	- 75.

The following transfers and additional appropriations were granted:-

Transfers:

Mineralogy:

From "Special X-Ray Equipment and Instruments"	
To "Maintenance and Equipment"	- 34.

Ontario College of Education:

From the salary of Mr. G. A. Gline, the unexpected balance of	2,000.
From "Summer Session and Graduate Courses", the unexpended balance of	- 1,020.

From "Supply Teachers," the unexpended balance of	- \$850.
From "General Class Supplies"	- 130.
From the accumulated balances of the Ontario College of Education	- 2,000.
To "Practice Teaching"	\$6,000.

Additional appropriations:

Committee of Experimental Research, Medicine:
"Salaries and Expenses"

- 300.

(to be drawn from the Dunlap Bequest)

Banting Institute:

"New Incinerator"

- 1,051.

Upon the recommendation of the President the sick leave granted to Mr. G.A. Elme of the staff of the University Schools was continued, without pay, until he is able to resume his duties which will likely be in September.

The Estimates of the Ontario College of Education for the fiscal year 1939-40, as transmitted by Dean Althouse after receiving the approval of the Minister of Education thereto, were passed as per appendix "A".

The Estimates of the Athletic Association for the fiscal year 1939-40 were presented by the President, together with (a) the revised Estimates of the Association for 1938-39 and (b) a statement of the Special Trust Account. After consideration of the information contained therein and upon the recommendation of the President the Estimates for 1939-40 were approved as per Appendix "B".

The following budget of the Institute of Child Study for 1939-40 was presented, and upon the recommendation of the President was tentatively adopted in all particulars except in the case of the \$4,400 estimated deficit, which it is expected will ultimately be met by the Provincial Government:—

<u>Expenditure</u>			<u>Income.</u>	
Staff:				
Dr. W. E. Blatz	Dir.	\$2,500 part.	School fees	\$3,200.
Miss M. Poppleton	Sec'y	1,600.	Occ. Ther. (Ext)	200
Mrs. T. Chant	Instr.	800. part	Spec. Fees	<u>300</u>
Miss M. Fletcher	Punc.	1,300.		3,700.
Miss D. Millichamp	Asst. Dir.	1,500 part	Rock. Foundation	5,000.
Mrs. J. L. Johnson	Instr.	800 part	Carnegie	<u>5,000</u>
Dr. H. S. Bernhardt	Instr.	700 part		\$ 13,700
Miss J. Gillies	Asst. Sec'y	900		
Mrs. H. Shepherd	Resch.	1,000.		
Miss A. Harris	P.S. Asst.	700.		
Mrs. G. Kirkpatrick	Diet'n	300 part		
Miss G. Evans	Off. Asst.	350 part		
Mrs. J. Denison	Clk. Asst.	200 part.		

Dr. G. V. Rusk	Dental Res.	\$150.	
Students and Assistants		<u>100.</u>	
		\$12,900.	
Equipment and supply		2,600.	
Attendants		1,450.	
Printing		<u>150.</u>	
		4,200.	
Superintendent's Department		<u>1,000</u>	Deficit
		18,100	<u>4,400</u>
			18,100

Recommended, May 11, 1939
(Sgd.) H. J. Gody
President

The following donations were reported and were accepted with thanks and appreciation:-

From Charles E. Schofield a cheque for \$1,000. as a donation from himself and daughter Joan for use in the Department of Medical Research. Banting as follows:-

"Bursar of the University of Toronto
Toronto, Ontario

Dear Sir,

My daughter Joan and I wish to make a donation to the cause of cancer prevention in memory of Joan's mother.

I am enclosing cheque for One Thousand Dollars for use of the Department of Medical Research, which I would ask you to please ear-mark for Cancer Research.

Public acknowledgement is not desired, but as suggested by Sir Frederick Banting that permission to use donors' names sometimes helped to interest others, so we give him discretion in the matter.

The donation is relatively small but our interest in the unselfish work of Dr. Banting and his staff in Cancer Research is very great and we wish them every success in their efforts.

Yours very truly
(Sgd.) Charles E. Schofield.

From Messrs. R. J. and W. E. Boxer cheques for \$1,000. each for scholarships in the University Schools to be awarded on conditions as set out in the following letter from the Headmaster, Mr. Lewis, to Dr. G. J. Rogers of the Department of Education, and of which the Minister approves:-

"Dr. G. J. Rogers,
Chief Inspector of Secondary Schools,
Department of Education
Queen's Park, Toronto.

Dear Dr. Rogers,

I have available two cheques of \$1,000. each from Messrs.

R. J. Boyer and D. E. Boyer, who are graduates of The University Schools. They wish to have this money deposited with the Bursar of the University of Toronto and the proceeds used to provide two annual scholarships in The University Schools.

The first scholarship (gift of Donald E. Boyer) to be known as the Reg. H. Boyer Scholarship to be awarded to a boy in the junior school on the following bases:—

- (1) Talented and unselfish participation in athletics,
- (2) Industry and character,
- (3) Scholarship (Real merit must be recognised),
- (4) Pecuniary need of the candidate must be kept in mind.

The second scholarship (gift of Richard J. Boyer) to be known as the Reg. H. Boyer scholarship to be awarded to a boy in the senior school on the same bases as for the first scholarship.

The yearly yield from these scholarships shall be considered as payment in full of the fees of the successful candidates which at present are \$50. and \$75. respectively.

The annual selection shall be made by a committee of four composed of, —

- (1) the Headmaster
- (2) the donor
- (3) two members of the staff of the junior school for the first scholarship and of the senior school for the second.

If the donor cannot act on the committee, the Headmaster shall select a master to complete the committee of four.

Either scholarship shall not be tenable by the holder of another scholarship of equal or greater value and shall revert to the next highest eligible candidate.

If the Minister of Education approves of these scholarships and the conditions of the awards, I shall be glad to present them to the Board of Governors of the University at their next meeting.

Yours very truly,
(Sgd) A. C. Lewis

Other communications were presented and dealt with as follows:

From the University Solicitor, enclosing copy of the following letter from the Toronto General Trusts Corporation, together with the statement referred to therein, in connection with the Dr. F. W. Ward Estate:—

The Toronto General Trusts Corporation
April 18, 1939.

Attention of Mr. Hamilton Cassels, K.C.

Messrs. Cassels, Brock & Kelly,

Barristers, 255 Bay Street, Toronto 2.

Dear Sirs:

Re Dr. Frederick W. Ward Estate.

You will no doubt recollect that about three years ago you

approached the Board of Governors of the University of Toronto for the purpose of ascertaining whether they would consent to relinquish the interest of the University of Toronto in the residue of this estate and agree to a quit claim deed being given by the executor to Mrs. Ward, the mother of the deceased, of the property situate at 677 Spadina Avenue, Toronto, which secures the mortgage held by her in the overdue principal amount of \$9,500, bearing interest at the rate of $6\frac{1}{2}\%$ per annum.

We have now received a further communication from Mrs. Ward through her solicitor, Mr. A. J. Anderson, H. C., of Messrs. Anderson, Boudon & Sinclair, Barristers, 2881 Dundas Street West, Toronto, in which Mrs. Ward demands payment of the amount owing to her under her mortgage. There are arrears of interest and interest on interest owing down to the present time to the extent of \$439.77, and in addition, of course, accrued interest to date of \$209.⁷⁸

We have consistently endeavoured to find a purchaser for this asset of the estate, but in view of conditions which have existed during the period of the administration of the estate, we have met with no success.

We are preparing and will shortly forward to you a statement giving full particulars of the unrealized assets of the estate in the hope that you may again consider the suggestion that the Board of Governors be approached on behalf of Mrs. Ward.

Yours very truly

(Sgd) J. W. Langmuir.

Secretary."

As it appeared from the statement that there are not sufficient assets in the Estate to do more than pay the claim of the late Dr. Ward's mother under her mortgage, which is now considerably in arrears, and as the Secretary informed the Board that there is little likelihood of the University ever receiving anything from the Estate, they decided to release their interests therein provided an assurance in writing was received from the University Solicitor to this effect.

From the Chartered Trust and Executor Company regarding fees loans to students and enquiring as to the Board's attitude in connection therewith. After considering the matter the Board decided to write off the loans owing by those mentioned as follows, together with the name of A. V. Sykes, who died in 1934, on the understanding that the individuals would make any payments possible in the future on these accounts:-

	Note given	Date of last payment	Loan	Repaid	Outstanding
Barlow, H. S.	1924	Nov. 1929	\$ 570.	\$ 50	\$ 520
Cavanagh, J. L.	1923	-	300.	-	300
Dales, W. G.	1921	July, 1930	170.	110	60.
Fleming, W. R.	1924	Oct. 1934	270.	270 plus \$40 int.	bal. int.
Haver, M. J.	1922	Dec. 1924	34.	5	29
Paul, R. A.	1926		400.	-	400
Shipman, C. B.	1926	Sept. 1930	150	115	35
Silverton, T. L.	1924	June 1934	575	24	551
Sykes A. V. (died 1934)	1924	June 1934	425	35	390.

From the Secretary of the Athletic Association transmitting the following amendments to the Constitution of the Association to meet certain changing conditions in athletics pertaining to the granting of colours, which amendments were approved:

Article III. - Colours - Division II. - Section "C", Harrier -

Page 32: paragraph (a) delete from lines 4 to 7 the following words:

"providing there are five teams competing. In the event of only four teams competing, First Colours shall only be awarded to competitors placing first, second or third in the competition."

Page 34:

Add new paragraph, Section 5 and renumber the following sections; -

"The above shall be considered as rules of guidance only, and in no case should an award be made by the Directorate on the basis only that these minimum requirements have been met with, nor should an award be withheld by any reason of failure to have complied with the above if, in the opinion of two-thirds of the Directorate, real merit has been shown in the case to warrant the award."

Former Section 5 - Exceptional Cases; alter to read: -

Section 6. "On the recommendation of the Executive of any Club, granting of Colours in exceptional cases will be considered by the Directorate."

From the Superintendent recommending that permission be granted to the Recreation Club of the T. Eaton Company to play cricket on the University grounds for two nights a week and Saturday afternoons during the Summer of 1939. The Board approved of this recommendation, the charge to be \$50 for the Season.

Also from the Superintendent a memorandum covering the following tentative arrangements in relation to the visit of Their Majesties on May 22nd: -

May 4th, 1939

The following tentative arrangements have been made in relation to the visit of Their Majesties on May 22nd.

- (1) Two roped areas immediately south of Hart House will be reserved for standing room only up until 10.30 a.m. o'clock, for members of the University. Students will be admitted on presentation of registration cards. All others will be admitted by tickets issued on application to the Registrar, as follows: -
 - A. To members of the Board of Governors and the Senate; to members of the Staff, as listed in the Directory.
 - B. For all other employees - to Heads of Departments, to be re-issued by Departments to their Staffs.
- (2) On request four tickets will be allotted to married persons and two tickets to unmarried persons. These tickets are not transferable.

- (3) Entrances to these areas will be south-east of University College.
- (4) Private rooms in University buildings on the route of the procession may be used by the University group normally using these rooms. Admission to any other available space in buildings will be regulated by the occupants of building and the Superintendent.
- (5) Motor cars will not be allowed on University grounds, except in the parking lots entering off St. George Street and Bloor Street.
- (6) It is understood that the police are prohibiting parking of cars on streets south of Bloor, between Church and St. George Streets, inclusive.

Notice.

Monday, May 22nd,
The University will be closed on Tuesday, May 23rd.
Wednesday, May 24th

The Board approved of these arrangements, leaving discretionary powers to the President and the Superintendent to make any necessary changes.

From Dr. T. A. Russell the following report regarding the Sir Robert Falconer Lectureship, in which Sir Robert had already concurred.

Toronto, Ontario
May 10th, 1939.

Board of Governors,
University of Toronto,
Toronto, Ontario.

Dear Sirs:-

Sir Robert Falconer Lectureship

When the fund was established in 1937, the sum of \$16,115 had been paid in, and the intention was that the initial lectures would, if possible, be delivered some time during the University year 1938-39, when it was hoped that the interest accrued on the fund would be substantially equal to the proposed grant of \$1,000 to the lectures. As all of the funds were not paid in early enough to carry interest for the full two-year period, the estimated income to June 30th, 1938 was approximately \$780.00, or \$220.00 less than the \$1,000 hoped for.

When it was found that The Rt. Hon. Earl Baldwin of Bewdley, K. G. was willing to come to Canada to deliver the first series of lectures, provided he was reimbursed for his expenses, including staff, amounting to \$2,000, it was deemed desirable to consider this inauguration of the lectureship as a special event and to assume the obligation.

The lectures delivered by Earl Baldwin were of such a notable character that a number of public-spirited citizens sent in subscriptions in aid of the fund to the amount of \$1,125. This extra amount of \$1,125, added to the earnings of the fund to the end of the current year, June 30th, of \$780.00, made a total of \$1,905, which is only \$95.00 short of the amount necessary to meet the expenses connected with the lectures.

I beg to recommend that the corpus of the fund be retained at the original amount of \$16,115, and that the \$95.00 be carried forward as a debt against the income which will begin to accrue from investments of the funds on July 1st next.

Yours sincerely
(Sgd.) T. A. Russell.

The Board considered this report and approved of the recommendations contained therein.

In connection with the printing of the lectures given by The Rt. Hon. Earl Baldwin of Bewdley, K. G., the President reported that Hodder & Stoughton would handle the printing of these lectures in England, and that the University Press had already made arrangements for the printing and distribution of the same in Canada and on the American Continent.

From the Secretary of the Association of University and College Business Officers, addressed to the Bursar, suggesting that the University of Toronto be included in the membership of that Association. In view of the advantages to be gained from access to statistical records, etc., the Board authorized the Bursar to proceed with any necessary arrangements in this connection.

From the Registrar transmitting for approval
Statutes of Senate No. 1418, Respecting the Calendar of the Faculty of Arts for the session 1939-1940.

- No. 1419 respecting the calendar of the Faculty of Medicine for the session 1939-1940
- No. 1420 respecting the calendar of the Faculty of Forestry for the session 1939-1940.
- No. 1421 respecting the calendar of the Faculty of Dentistry for the session 1939-1940.
- No. 1429 respecting the Calendar of the Library School for the session 1939-1940
- No. 1430 respecting the calendar of the Department of Social Science for the session 1939-1940.
- No. 1431 respecting the Curriculum in Law for the session 1939-1940.
- No. 1441 respecting the George W. Surtzer Memorial Award
- No. 1442 respecting the Wallace Saccombe Memorial Scholarship
- No. 1443 respecting the Albert C. Webster Memorial Scholarship
- No. 1444 respecting the "Oral Health" Theses Prizes.
- No. 1445 respecting the Wallace Saccombe Prize for General Proficiency.

The Secretary explained the contents of these Statutes and upon motion of Mr. Bruce, seconded by Mr. McDonnell, they were approved.

From Dean Mitchell regarding Professor J. C. Dyer of the Department of Mining Engineering, who is now on sick leave and who is being retired on pension at 1st July, 1939. The Dean stated that he had seen Mrs. Dyer and she had informed him that the doctors held out no hope for her husband's recovery. She also stated that they had been at very great expense and would

not be able to live on the retiring allowance which Professor Hyer would receive. As a result of this interview the Dean requested the Board's consideration in the matter of further financial assistance in this case. The matter was referred to the Finance Committee for a report.

From Dean Althouse reporting the resignation on account of ill health of Mr. J. A. Drurn, an Instructor in the University Schools to take effect at 30th June, 1939; the resignation of Dr. M. A. Cameron, Assistant Professor of Educational Research, effective 31st August, 1939; and the retirement of Mr. J. H. Mills, also Instructor in the University Schools, as of 1st July, 1939. These resignations and retirement were accepted with much regret and the Secretary was directed to convey to the individuals the Board's appreciation of their valuable services.

It was moved by the Hon. Dr. Bruce.

Seconded by Dr. Anderson

And unanimously resolved that the Board accepts with deep regret the resignation of Dr. Harold B. Parsons from the staff in Medicine; and places on record its appreciation of the long and highly efficient service he has rendered to the University. He was a demonstrator in Pathology from 1903-4 to 1908-9 and an Associate in Clinical Medicine from 1903 to 1939. He was physician-in-charge of the special out-patient tuberculosis clinic in The Toronto General and the Sick Children's Hospitals. This clinic became a notable feature both in Hospital and in University and not only saved life but laid the basis for scientific advance in the treatment of this disease.

The Bursar presented his statement, certified by the Auditor, of the expenditure made by him from the Accountable Warrant authorized on 13th April, 1939, and the same was laid on the table. Also his Estimate, under By-Laws Nos. 16, 50 and 64, of the amount required to defray current Expenditure for the balance of the month of May and the first part of June. Ordered that an Accountable Warrant for Two hundred and Seventy-five thousand Dollars (\$275,000) be issued to the Bursar.

The Chairman and the Bursar were authorized to sign the form of proxy for the annual general meeting of the Guardian Realty Company of Canada to be held on June 15th.

It was ordered that the first Board meeting in June be held on Wednesday, June 7th, at the usual hour, as Convocation takes place on June 8th, the date the meeting would ordinarily be held.

The meeting adjourned at 5.25 p.m.

Minutes confirmed
May 25th 1939

Arthur M. Macdonald
Chairman

indexed
25.5.39

Appendix "A"ESTIMATES OF THE ONTARIO COLLEGE OF EDUCATION FOR 1939-40YEAR ENDING JUNE 30, 1940

	Voted	To be Voted
	1938-39	1939-40
Amount to be voted for the maintenance of the Ontario College of Education	\$ 236,025	\$ 246,000

EXPENDITURES

(1) Charges on Investment	\$ 10,000	\$ 10,000
(2) Salaries	189,300	195,350
(3) Maintenance of Instruction	80,225	88,250
(4) Maintenance of Plant	26,150	26,150
(5) Maintenance of U.T.S. Athletic Grounds	2,850	2,850
	<u>\$ 308,525</u>	<u>\$ 322,600</u>

RECEIPTS

(1) Estimated Fees	\$ 57,000	\$ 57,000
(2) Estimated Revenues, U.T.S. Athletic Grounds	500	500
(3) Estimated Balances	15,000	19,100
	<u>\$ 72,500</u>	<u>\$ 76,600</u>

It was ordered that the first Board meeting in June be held on Wednesday, June 7th, at the usual hour, as Convocation takes place on June 8th, the date the meeting would ordinarily be held.

The meeting adjourned at 5.25 p.m.

Minutes confirmed
May 25th, 1939

Joseph MacLeod
Chairman

ESTIMATED EXPENDITURES

2

Voted
1938-39To be Voted
1939-40(1) Charges on Investment:Interest at 5% on debentures
to meet cost of buildings

\$10,000

\$10,000

(2) Salaries of Staff:Dean (J.G. Althouse)

\$ 6,000

6,000

Professors:Science of Education; Director of Dept.
of Educational Research (P. Sandiford)

5,700

5,700

Elementary Subjects (F.E. Coombs)

4,700

4,700

Science (G. A. Cornish)

4,700

4,700

English and History; Editor of "The School"
(G.H. Jones)

4,700

4,700

Classics; Supervisor of Practice-
Teaching (J.O. Carlisle)

5,000

5,000

Mathematics (W.J. Longheed)

4,500

4,600

Associate and Assistant Professors:

Director of Library School (Miss M.G.

Barnstead)

4,100

4,200

Library Science (Miss B. Pearson)

2,900

3,000

Library Science (Miss H. E. Silverthorn)

2,700

2,800

Home Economics (Miss L.L. Cottle)

4,300

4,400

Commercial Subjects (W.G. Bennett)

4,300

4,400

English and History (B.C. Mills)

4,050

4,150

Assistant in Educational Research (J.A. Long)

3,700

3,800

Assistant in Educational Research

(M. A. Cameron)

3,100

3,200

French and German (Miss M.B.S. John)

2,900

4,000

Lecturers (also instructors in the University

Schools, except Miss M.J. Bryans,

Miss L.E. Davidson, Miss R.E. Ratz,

Miss A. E. Robertson)

Art (Miss L. Marsh)

3,225

3,325

Manual Training (A.P. McLachlan)

3,300

3,400

Diction and Voice Production (G.N. Bramlett)

4,000

4,000

Physical Education (F.H. Ibus)

3,725

3,825

Physical Education (Miss H.L. Bryans)

3,400

3,500

Home Economics (Miss R. E. Ratz)

3,500

3,600

Home Economics (Miss L. E. Robertson)

3,400

3,500

Library Science (Miss M. E. Davidson -vice-
(Miss Ballard)

1,500

1,600

Music (L.R. Bell)

.....

3,000 (7)

Instructors in the University Schools:

A. C. Lewis (Headmaster)

4,700

4,700

R. F. S. Bird

3,500

3,600

W. B. Gray (vice J. A. Irwin)

4,000

2,400 (1)

A. G. Croal

3,700

3,800

E. L. Daniher

4,000

4,000

J. L. Gill

3,900

4,000

H. A. Greinger

4,000

4,000

G. A. Cline

4,000

4,000

The meeting adjourned at 5.25 p.m.

George Mackintosh
Chairman

(2) Salaries of StaffInstructors in the University Schools:
continued.....Voted
1938-39To be Voted
1939-40

H. A. McGuire	\$ 3,300	3,400	
N. McLeod	4,000	4,000	
Successor to J.H. Mills (to be appointed)	4,000	3,500	(2)
N. L. Murch	4,000	4,000	
L. H. Newell	2,700	2,800	
P. A. Petrie	4,000	4,000	
C. E. Phillips	3,850	3,950	
W.L.C. Richardson	4,000	4,000	
W. R. Stewart	2,950	3,050	
J. G. Workman	4,000	4,000	

Instructor in Swimming; Supervisor of U.T.E.
Athletic Grounds and Sports (G.W. Cochrane) 2,600 2,700

Special Instructors in Library Science:

<u>Inspector of Public Libraries</u>	350	350	
W. S. Wallace	350	350	
Miss L. H. Smith	450	450	
Miss F. Trotter	150	150	
Miss J. Merchant	150	150	
Miss E. M. Poole	150	150	
C. R. Sanderson	250	250	
<u>Occasional Lecturers</u>	1,000	1,000	

Special Lecturer in Geography
(Dr. Griffith Taylor) 2,500 2,500

Special Instructor in Agriculture 300 300

Supply Teachers 1,150 1,150

Librarian (Miss D. A. Thompson) 2,400 2,400

Assistant Librarian (Miss D. O. Walter) 1,600 1,700

Board's Proportion of Cost of Annuities for
Instructors and of Employees' Pensions 4,900 5,100

Clerical Staff:

<u>Secretary (Miss L. Swinerton)</u>	2,150	2,250	
<u>Clerk (in Headmaster's Office)</u>	1,550	1,550	
<u>Clerk (Miss A. A. Elliott, vice G. Potter)</u>	1,550	1,400	
<u>Clerk (Miss J. M. Jeffrey)</u>	1,450	1,550	
<u>Clerk (Miss G. M. Harvey)</u>	1,300	1,400	
<u>Clerk (Mrs. C. Grant)</u>	1,100	(3)
<u>Library and Clerical Assistant</u> <u>(Miss L. Simpson)</u>	1,100	

\$189,300 \$195,350

The meeting adjourned at 5.25 p.m.

Minutes confirmed
May 25th 1939

Arthur MacLeod
Chairman

(3) Maintenance of Instruction:

	Voted 1938-39	To be Voted 1939-40
Payment to School Board for use of schools for practice-teaching purposes	\$ 43,000	\$ 43,000
Payment to Librarians who assist in practical work	1,200	1,200
Payment for practical work in Agriculture	500	525
Assistance in Laboratory, also with piano in physical education	350	350
Office Supplies, including office furniture, printing, postage, circulars, clerical assistance and contingencies	2,100	2,100
Office Supplies as above for Library School	350	350
General Supplies for classroom use, including classroom furniture and equipment, physical and chemical apparatus, chemicals, home economics and manual training equipment and supplies, school library, school supplies as paper, ink, chalk, charges for examina- tions, commencement exercises, rent for piano, maintenance of cadet corps, medical inspection and contingencies	9,000	7,000 (4)
General Supplies and equipment as above for the Library School	1,275	1,275
Books, periodicals and contingencies for the Library of the College of Education	1,550	1,550
Physical Training, including care of grounds, hockey rinks, handball courts, football grounds, apparatus, Field Day sports and contingencies	500	500
Lunchroom equipment	500	300
Contingencies	300	300
Students' Social Activities	500	500
Graduate Courses and Summer Session	4,200	4,200
Department of Educational Research:		
Research Assistants	3,400	3,200
Clerical assistance, Office Supplies, and printing	6,500	6,900
Publication of "The School" and distribution to the training schools	5,000	5,000
Special for Instructional Purposes	10,000
	<u>\$ 80,225</u>	<u>\$ 88,250</u>

(4) Maintenance of Plant:

Fuel	\$ 4,000	\$ 4,000
Gas, City Current and Occasional Fuel	3,200	3,200
Water	400	400
Caretaker's Supplies	900	800
Cleaning and Fireman	8,000	7,500
Repairs and Renewals	3,800	4,000
Sundries:- Telephones	350	350
Grounds	900	900
Alterations to Women's Lavatory	1,500
Resurfacing yard	1,600 (5)
Salaries:- Caretaker	1,500	1,600
Nightwatchman (including relief)	1,600	1,600

[Faint, mostly illegible text from the reverse side of the page, appearing as bleed-through. Some words like "minutes", "meeting", and "convocation" are visible.]

It was ordered that the first Board meeting in June be held on Wednesday, June 7th, at the usual hour, as Convocation takes place on June 8th, the date the meeting would ordinarily be held.

The meeting adjourned at 5.25 p.m.

indexed

Minutes confirmed
May 23, 1939

[Signature]
Chairman

393-5

(4) Maintenance of Plant: continued.....

Salaries:- Workmen's Compensation

Voted
1938-39
.....To be Voted
1939-40
200 (6)

\$ 26,150

\$ 26,150

(5) Maintenance of U.T.S. Athletic Grounds:

Fuel, Gas, and City Current

\$ 500

\$ 500

Water

100

100

Caretaker's Supplies

40

40

Repairs and Renewals

500

500

Sundries:- Telephones

110

110

Occasional Labour

400

400

Salaries:- Caretaker, with quarters, heat
and light, valued at \$200

1,200

1,200

\$ 2,850

\$ 2,850

ESTIMATED REVENUES

Fees

\$ 57,000

\$ 57,000

U.T.S. Athletic Grounds

500

500

Estimated Balances to be applied

15,000

19,100

Provincial Vote

236,025

246,000

\$308,525

\$322,600

The meeting adjourned at 5.25 p.m.

Induced

Minutes confirmed
May 25th 1939

Henry Macdonald
Chairman

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EXPLANATORY NOTES

1. Mr. J. A. Irwin has resigned after 29 years of service as Instructor in the University Schools. It is recommended that Mr. W. B. Gray, who was appointed last year to supply for Mr. C. A. Cline, be appointed to the regular staff at an initial salary of \$2400, in recognition of the excellent work he has done during the past year.

2. Mr. J. H. Mills has reached the retirement age and under the rules of the University must retire at the end of the current year. No recommendation as regards his successor is yet made.

3. Mrs. Catherine Grant has been employed throughout the whole of the current year for special clerical duty in connection with increased demands upon the library and the general office staff. She has performed this work satisfactorily and it is recommended that she be employed at the yearly salary indicated.

4. This item shows a reduction since the main part of the equipment required for the new courses in Shop Work and Home Economics has already been installed.

5. The school yard is badly in need of re-surfacing. In its present condition, it is a menace to the health and safety of the University Schools pupils, and makes the caretaking of the building very difficult. It is estimated that the item indicated will cover half the cost of putting the yard into satisfactory condition.

6. The Superintendent of the University points out that in the past no provision has been made in these Estimates for the Workmen's Compensation scheme.

7. In order to secure greater efficiency in music and in order to give to the teachers-in-training an opportunity to master diction and voice production, it is recommended (a) that M. G. N. Bramfitt, now Lecturer in Music in the College of Education and Instructor in the University Schools, be made Lecturer in Diction and Voice Production in the College of Education and Instructor in the University Schools; (b) that Mr. J. A. Bell, now of Parkdale Collegiate Institute, be appointed Lecturer in Music in the College of Education and Instructor in the University Schools. Mr. Bell has distinguished himself in the training of secondary school pupils in vocal and instrumental music. He is an M.A. of the University of Toronto, and also holds a Specialist's certificate in English and History.

393-6

100-100000 (116)

For year 1938-39

For 1939-40

<u>REVENUE</u>	<u>Estimated 1 April 1938</u>	<u>Revised 1 April 1939</u>	<u>Estimated 1 April 1940</u>
Sundry Revenue	\$ 400.00	\$ 400.00	\$ 400.00
<u>Grounds:</u> Rentals	6500.00	7973.00	7000.00
Rentals from Addition- al Games (Play-offs)		7027.00	
<u>Arena</u>	17500.00	20000.00	18000.00
Stadium Rink (outdoor) net	3000.00	7000.00	4000.00
<u>Towel & Laundry Service</u>	3000.00	2800.00	2800.00
<u>Athletic Clubs:</u>			
Receipts from University Games:			
Rugby	30000.00	31750.00	30000.00
Hockey	650.00	980.00	850.00
Sundry games, meets, etc.	350.00	1020.00	350.00
<u>Athletic Fee:</u>	15000.00	17000.00	15000.00
(based on a registration of 5000 students)			

The privileges granted the students in return for the fee include, in addition to those listed under expenditures,

Admission to Rugby and Hockey games, the value of which is estimated at \$9000.

and to the Outdoor rink equal to \$2000.

and free ice for hockey at the Arena \$ 750.

Indicates
minutes

minutes
may

For year 1938-39

For 1939-40

393-5

393-3

EXPENDITURE	Estimated	Revised	Estimated	Voted
	1 April 1938	1 April 1939	1 April 1939	1940
<u>Grounds:</u> Maintenance	\$ 7000.00	\$ 7700.00	\$ 7000.00	100
Special repairs	800.00	800.00 (roof)	1250.00	000
Sodding		2000.00		000 (2)
<u>Arena:</u> Maintenance	16000.00	18500.00	16000.00	000
Interest on Loan				50
(see below - Trust Acct)				00
				50
				00
<u>Towel & Laundry Service</u>	1500.00	1500.00	1500.00	00
<u>Office & General Expense:</u>	2000.00	2800.00	2500.00	0
Bonus: Miss Lea 200.				0
Public Address System 200.		400.00		0
<u>Advertising</u>	750.00	1200.00	1000.00	0
<u>Salaries:</u>				0
Secretary	5700.00	5700.00	5700.00	0
Athletic Director	4300.00	4300.00	4300.00	0
Accountant	2850.00	2850.00	2850.00	0
Clerk	720.00	720.00	780.00	0
Stenographer	1083.00	1083.00	1100.00	0
<u>Pensions Fund</u>	1350.00	1317.00	1400.00	0
<u>Medical Services (emergent)</u>	1500.00	1500.00	1500.00	0
<u>Athletic Clubs: Maintenance</u>				0
Rugby	8750.00	9100.00	8850.00	0
Track	800.00	840.00	350.00	0
Tennis	250.00	250.00	150.00	0
Soccer	500.00	590.00	500.00	0
Harrier	100.00	50.00	100.00	0
Hockey	3500.00	5140.00	4000.00	0
Swimming & Water Polo	700.00	500.00	600.00	0
Rowing	1500.00	1000.00	1000.00	0
Basketball	1100.00	1150.00	1100.00	0
Boxing, Wrestling & Fencing	1000.00	450.00	1000.00	0
Gymnastics	50.00	80.00	200.00	0
English Rugby	450.00	470.00	500.00	0
Athletic Awards	700.00	750.00	750.00	0
Athletic Dinner	350.00	400.00	400.00	0 (3)
Guarantees to visiting teams	500.00	900.00	750.00	0
<u>Athletic Fee Privileges:</u>				0
Gymnasium: Expenses for evening activities	1550.00	1550.00	2000.00	0
Women's Athletic Ass'n: Grant 5%	750.00	750.00	750.00	0
Affiliations: Golf, Skiing & Riding				0
Expenses: Golf, Skiing & Riding	800.00	800.00	800.00	0
Instruction: Golf, Riding & Figure Skating	500.00	500.00	500.00	0
Expenses incidental to Fee privileges	600.00	600.00	600.00	0
	\$70003.00	\$78240.00	\$71780.00	0
<u>Trust Account:</u>				0
Transfer from Revenue re Arena Loan		11000.00		0
Interest on Loan	2200.00	2110.00	1600.00	0
<u>Estimated Surplus on year's operations</u>	4197.00	4600.00	5020.00	0
	\$76400.00	\$95950.00	\$78400.00	0

1024/026 (016)

